ANNUAL REPORT

OF THE

ARCHITECT OF THE CAPITOL

FOR THE PERIOD

October 1, 1982 to September 30, 1983

U.S. GOVERNMENT PRINTING OFFICE
42-031 O WASHINGTON : 1985

S940-3

Washington, D.C. 20515

This Fiscal Year 1983 Annual Report covers the period from October 1, 1982, through September 30, 1983. It represents the eighth such report published by the Architect of the Capitol since the concept was revived in Fiscal Year 1976.

The purpose of the Annual Report is to record those significant events and the work accomplished by the Office of the Architect of the Capitol during the past fiscal year. The report covers all activities under the Architect and is organized, as is the Office itself, into Central Office activities, including Architecture, Engineering, Administration and Construction Management, and the activities of Property Management/Buildings and Grounds.

Central Office activities are described through the Executive Committee Offices of the Assistant Architect, Executive Assistant, Administrative Assistant, Director of Engineering, Budget Officer, and General Counsel. In addition, the activities of the Internal Auditor, who reports directly to the Architect, are described under Central Office activities. Property Management/Buildings and Grounds activities again encompass the Capitol Building, Capitol Grounds, Senate Office Buildings, House Office Buildings, Library of Congress, Capitol Power Plant, Botanic Garden, and Supreme Court.

George M. White, FAIA
Architect of the Capitol

TABLE OF CONTENTS

	Page
THE ARCHITECT'S MESSAGE	iii
OFFICE OF THE ARCHITECT OF THE CAPITOL	1
CENTRAL OFFICE ACTIVITIES	4
Office of the Assistant Architect	4
Architecture Division	4
Construction Management Division	5
Management Branch	6
Construction Branch	6
Stone Division	7
Office of the Executive Assistant	8
Curator	8
Art and Reference Division	10
Records Management Division	11
Photography Division	11
Office of the Administrative Assistant	13
Accounting Division	13
Accounting Branch	13
Payroll Branch	14
Data Processing Division	15
Flag Office	16
Office Services Division	17
Personnel Division	17
Procurement Division	19
Purchasing Branch	19
Contract Branch	21
Senate Restaurants	22
Office of the Director of Engineering	24
Air Conditioning Engineering Division	24
Electrical Engineering Division	26
Elevator Engineering Division	27
General Engineering Division	29
Safety Engineering Division	30
Electronics Engineering Division	30
Project Director for Modifications to and Enlargement of the Capitol Power Plant	32
Fire Protection Division	32
Office of the Budget Officer	34
Office of the General Counsel	37
Office of the Internal Auditor	39

Page

PROPERTY MANAGEMENT/BUILDING AND GROUNDS. 40
Capitol Building 40
Capitol Grounds. 43
Senate Office Buildings. 44
House Office Buildings 48
Capitol Power Plant 56
Library of Congress. 59
Botanic Garden 65
Supreme Court. 70

APPENDIX

Projects Completed by the Architecture Division during Fiscal Year 1983 (by building)..... 74
Projects Performed by the Construction Management Division, Construction Branch, Fiscal Year 1983 (by building)..... 82
Construction Management Division, Construction Data (by project)..... 85
Architect of the Capitol Appropriations, Fiscal Years 1980-1983 (including Supplementals)..... 96
Architect of the Capitol Summary of Appropriations and Authorized Positions, Fiscal Year 1983..... 97
Legislation Enacted during Fiscal Year 1983 Relating to the work of the Architect of the Capitol..... 98
Jurisdiction of the Architect of the Capitol, 1983.....100

THE ANNUAL REPORT OF THE ARCHITECT OF THE CAPITOL
FISCAL YEAR 1983

The Annual Report of the Architect of the Capitol was first submitted to Congress in 1818. A report was not submitted between 1947 and 1975, although the Architect, pursuant to section 105 of Public Law 454, 88th Congress, publishes a semiannual report on expenditures from moneys appropriated to his various accounts. The Annual Report of the Architect of the Capitol was reinstituted in Fiscal Year 1976; subsequent reports have been published for Fiscal Years 1977 through 1982.

OFFICE OF THE ARCHITECT OF THE CAPITOL

The first Architect of the Capitol was appointed in 1793 by the President of the United States. During the period of the original construction and major growth of the Capitol (1793-1865) appointments were made to the position of Architect at such times and for such periods as the various stages of the construction work required, although the position was virtually continuous. The Office of the Architect of the Capitol has, however, actually been continuous from 1851 to the present.

The functions of the office have changed materially through the years in accordance with the increased activities imposed upon it by Congress, due principally to the addition of new buildings and grounds. Originally, the duties of the Architect of the Capitol were to plan and construct the Capitol Building, and later, to supervise its care and maintenance.

Permanent authority for the care and maintenance of the Capitol Building is provided by the Act of August 15, 1876, (19 Stat. 147; 40 U.S.C. 162-163). This act has been amended from time to time to provide for the care and maintenance of the additional buildings and grounds placed under the jurisdiction of the Architect of the Capitol by Congress in subsequent years.

The Architect of the Capitol, acting as an agent of the Congress, is in charge of the structural and mechanical care of the Capitol Building, and making arrangements with the proper authorities for ceremonies held in the building and on the grounds; he is

also charged with the care and repair of all works of art in the Capitol, under the direction of the Joint Committee on the Library; he is responsible for the care, maintenance, and improvement of the Capitol Grounds, including 208.7 acres of landscaping, parks, streets and parking, and has responsibility for the structural and mechanical care of the Library of Congress Buildings and the United States Supreme Court Building.

Subject to the approval of the Senate Committee on Rules and Administration as to matters of general policy, the Architect is similarly charged with the structural, mechanical, and domestic care and maintenance of the Senate Office Buildings, including the maintenance and operation of the mechanical, electrical, and electronic equipment and the Senate subways; he is also responsible for the operation of the Senate Restaurants.

Under the direction of the House Office Building Commission, the Architect is responsible for the structural, mechanical, and domestic care and maintenance of the House Office Buildings, including the maintenance and operation of mechanical, electrical, and electronic equipment; he is charged with the care, maintenance, and operation of the Capitol Power Plant, which supplies steam for heating and chilled water for cooling the Capitol, Senate and House Office Buildings, Library of Congress Buildings and others.

Under the direction of the Joint Committee on the Library, the Architect serves as Acting Director of the U. S. Botanic Garden.

The Architect of the Capitol is also charged with the planning and construction of such buildings as may be committed to his care by Congress from time to time. The Architect of the Capitol by law serves as a member of the Capitol Police Board, the Capitol Guide Board, the House Page Board, the District of Columbia Zoning Commission, the Board of Directors of the Pennsylvania Avenue Development Corporation, and the Advisory Council on Historic Preservation. He is also a member of the Art Advisory Committee to the Washington Metropolitan Transit Authority, the National Capital Memorial Advisory Committee to the Secretary of the Interior, National Institute for Conservation, and serves as Coordinator of Civil Defense for the Capitol group of buildings.

The Architect of the Capitol is assisted directly by the Assistant Architect of the Capitol, Executive Assistant, Administrative Assistant, Director of Engineering, Budget Officer, and General Counsel. The Architect has established these officers as an ad hoc Executive Committee to assist him in policy determination.

These individuals head the major divisions which comprise the Central Office of the Architect of the Capitol; they are responsible for the efficient management and operation of the various programs and activities of the Architect of the Capitol. These activities include architectural and engineering design, construction management, and property management, including such diverse concerns as art, photography, and real estate planning and development. Other areas of management such as legal, personnel, procurement, and financial analysis are centrally administered as well.

Also reporting directly to the Architect of the Capitol are the Internal Auditor; the Supervising Engineer, Capitol Building; Landscape Architect, Capitol Grounds; Superintendent, Senate Office Buildings; Superintendent, House Office Buildings; and Assistant Director, Botanic Garden. The Supervising Engineer, Library of Congress; Supervising Engineer, United States Supreme Court; and Chief Engineer, Capitol Power Plant, report to the Director of Engineering. The offices of the Superintendents are responsible for the care and maintenance (property management) of their respective buildings under the jurisdiction and supervision of the Architect of the Capitol.

42-031 O - 85 - 2

CENTRAL OFFICE ACTIVITIES

The Central Office of the Architect of the Capitol is comprised of seven offices, including the Office of the Architect. The functions of these offices and the activities for Fiscal Year 1983 are described below:

OFFICE OF THE ASSISTANT ARCHITECT AND DIRECTOR OF ARCHITECTURE

The Assistant Architect collaborates with the Architect in the management and direction of the functions of the Office of the Architect of the Capitol. The Assistant Architect is principal advisor to the Architect in matters of architectural design of new buildings and renovations and improvements to the existing buildings under the jurisdiction of the Architect.

The Assistant Architect serves as the Acting Architect of the Capitol in the absence of the Architect.

The Architecture Division and the Construction Management Division are supervised by the Assistant Architect.

Architecture Division

The Architecture Division is structured to provide services for architectural and interior design, architectural historical research, structural engineering and specifications. In addition to producing drawings and specifications for a continuing series of projects devoted to the renovation, restoration, and modification of existing buildings, the Architecture Division coordinates and reviews the work of consulting associate architects engaged principally on new construction projects.

In the Hart Senate Office Building the relocation of Senators' suites, committee spaces and other support facilities became a major activity in Fiscal Year 1983. Of the 149 Hart building projects worked on this year 91, or 61%, consisted of space planning efforts.

In Fiscal Year 1983 the Architecture Division with its structural engineer, initiated a major design effort for the Capitol Grounds. Construction has begun on the restoration of the two main Frederick Law

Olmsted walkways leading to the West Front of the United States Capitol. Prior to the start of construction, much historical research was necessary to determine the original design and construction techniques and to document alterations to outdoor lighting fixtures and accessories that had occurred over the last century.

The Division prepared documents for 387 projects during Fiscal Year 1983. These projects of various sizes and complexities included alterations, restorations, and renovations to the existing buildings on Capitol Hill. Of the 387 projects, 34 were located in the United States Capitol, 14 on the Capitol Grounds, 185 in the Senate Office Buildings, 139 in the House Office Buildings, 9 in the Supreme Court, 4 in the Library of Congress Buildings, and 2 at the Capitol Power Plant. Typically projects include one or more of the following tasks: on-site surveys and measurements of existing conditions, program development, extensive feasibility studies, space and furniture layouts, design and selection of furniture and furnishings, color coordination, preparation of drawings and specifications, graphic design, and supervision of the final work.

The Structural Engineer reviews drawings prepared by the architectural and engineering staff. He prepares structural analysis of existing conditions requiring remedial repair and for unusual loading conditions. He inspects load-bearing components on new construction projects and provides guidance for structural modifications.

The staff of the Architecture Division continued to work in close cooperation with the Construction Management Division, Engineering Division, Procurement Division, Supervising Engineers, Building Superintendents, and Associate Architects.

In the Appendix to this report is the complete list of Architecture Division projects for Fiscal Year 1983.

Construction Management Division

The Construction Management Division is responsible for the management, inspection, and administration of major construction projects built by private contractors in any area under the jurisdiction of the Architect of the Capitol. In addition, selected projects that can be more suitably executed by in-house forces are constructed by a branch of the Division. Descriptions of the functions of each of the two branches follow:

Management Branch

The overall management and "owner" control functions are provided by the Construction Management Division, Management Branch. During the design phase, the Management Branch reviews the drawings and specifications at progressive stages to eliminate ambiguities over the interpretation of the documents thereby minimizing future contractual disputes. In those cases where construction contracts are let, bidding documents are issued to contractors.

During construction, job-site inspection and monitoring by the Division ensures that the work is progressing on schedule, within the budget, and in accordance with the design documents. The Branch negotiates proposals and claims, conducts progress meetings, and prepares supplements and change orders. In addition, files are maintained on all submittals, including shop drawings, samples, and brochures. Payment recommendations are made for work completed, claims are reviewed, and technical assistance is provided to the Litigation Division.

The Management Branch maintains its own technical specialists in several fields of construction, including estimating, scheduling, stonework, masonry, architectural specialties, structural steel inspection, plumbing, heating, ventilating, air conditioning, control work, and electrical work. During Fiscal Year 1983, two major construction projects were completed: Modifications to and Enlargement of the Capitol Power Plant and the Library of Congress James Madison Memorial Building. A few items remain on the Philip A. Hart Senate Office Building. The first contract was awarded on the Restoration of the West Central Front of the United States Capitol.

The Appendix to this report contains construction data on these projects.

Construction Branch

The Construction Branch is the "in-house general contractor" of the Architect of the Capitol's organization. It may construct selected projects anywhere within the Capitol Complex. Many of its projects consist of major alteration and renovation work while some involve new construction more appropriately executed by in-house forces. The Branch's activities cover a broad spectrum of construction-industry categories: general conditions, sitework, concrete, stonework, structural steel, and several types of architectural, electrical, and mechanical trades.

The Construction Branch is organized to provide its services much as a private contractor does. Quantities are taken off, estimates are prepared, and materials ordered. Temporary labor is hired as needed, subcontracts are let, quality control and scheduling are maintained, and punch-list items are completed. Each project is analyzed individually to determine the optimum mix of in-house and private forces. When possible, permanent maintenance personnel, wherever employed within the Office of the Architect of the Capitol, are used to reduce costs. In such cases, technical direction is given to employees who remain under the supervision of their respective superintendents.

Estimating services including budget estimates for funding requests and detailed construction estimates are prepared by this branch for all components within the Office of the Architect of the Capitol.

In Fiscal Year 1983 the Construction Branch worked intensely on the completion of interior spaces in the Hart Senate Office Building and continued its program to evaluate new roofing and waterproofing products and technology in order to repair and replace roofs more cost effectively.

Stone Division

The Supervisory Stone Mason works under the direction of the Assistant Architect. He continued in Fiscal Year 1983 to perform a program of preventive maintenance for all buildings within the Capitol Complex. Stonework activities are incorporated into the Construction Branch data in the Appendix.

At the end of Fiscal Year 1983 the Construction Branch employed fifteen persons on an annual salary basis. They supervised personnel, monitored activities, and provided necessary support.

The Appendix to this report contains construction data relating to the work of the Construction Branch.

OFFICE OF THE EXECUTIVE ASSISTANT

The Executive Assistant collaborates with the Architect of the Capitol in the direction and accomplishment of the functions of the Office of the Architect of the Capitol.

The Executive Assistant is the principal advisor to the Architect for and manager of special projects conducted primarily by consultants to the Office of the Architect of the Capitol. The Executive Assistant also provides general direction for the Curator for the Office of the Architect of the Capitol, including the Architectural Historian, Art and Reference, and Records Management Divisions, as well as the Photographic Division.

The Executive Assistant serves as the Acting Architect of the Capitol in the absence of both the Architect and the Assistant Architect and is the designated representative of the Architect to the National Institute for Conservation and other similar executive-level representations that may arise from time to time.

Curator

The Curator for the Office of the Architect of the Capitol, under the direction of the Executive Assistant, supervises the care and conservation of the works of art under the Architect's jurisdiction, art restoration projects, and the preparation of exhibitions. In addition, the Curator serves as Architectural Historian and supervises and coordinates the activities of the Art and Reference Division and the Records Management Division.

During Fiscal Year 1983 important acquisitions to the Art Collection of the U.S. Capitol included the following:

Paintings: "U.S. Capitol" by Russell Smith, 1845, donated by the U.S. Capitol Historical Society.

Decorative Arts: A single desk from the House of Representatives, design credited to Thomas U. Walter, donated by the U. S. Capitol Historical Society.

The conservation of historic drawings in the collection of the Architect of the Capitol is a continuing annual project. During the Fiscal Year 1983, 152 such drawings were conserved by specialists at the Library of Congress.

Additional conservation projects included the following:

Conservation of the eighth Rotunda painting, "The Embarkation of the Pilgrims" by Robert W. Weir was begun by Marion Mecklenburg. In addition, Mr. Mecklenburg was awarded a contract to begin conservation on six fort paintings by Seth Eastman. Bettina Jessell was awarded the contract and completed restoration of "Fort Mackinac" by Seth Eastman.

During the Fiscal Year, Steven Tatti did conservation work on the statue of "Uncle Sam" by Horatio Stone and "Robert Taft" by Wheeler Williams. He also began work on the Neptune Fountain located in front of the Thomas Jefferson Building, Library of Congress.

Four costumers designed for the Cannon House Office Building were refinished by skilled shops under the jurisdiction of the Clerk of the House of Representatives.

In conjunction with the unveiling ceremony of Chairman Rostenkowski's portrait, the portraits of the Chairmen of the House Committee on Ways and Means were cleaned and organized for temporary display.

Special research projects included:

* Office space used by Senators who became President.
* 1864 Annual Report of Thomas U. Walter.
* Restoration and adaptive reuse of space, lighting fixtures for restoration of the Thomas Jefferson Building of the Library of Congress.
* Furnishings of the Old Supreme Court Chamber.
* Compilation of West Front articles for the past fifteen years.
* Preparation of a chronological index listing all events which have taken place in the Rotunda since 1939 and their authorization.

Additional Projects included:

* Development of a viable registration program for the fine arts, drawings, and decorative arts in the Capitol collection.
* Preparation of a computerized cross-index of significant information about each object in the collection.
* Inventory of more than 500 drawings by the late artist Allyn Cox in the collection at the Capitol.
* Editing the 1982 Annual Report for the Architect of the Capitol, press releases, exhibition labels, and other office manuscripts.

* Review and verification of the quotations for Cox Corridor II which were recommended by the Manuscript Division of the Library of Congress and those which were selected by the United States Capitol Historical Society.

The Curatorial Staff, along with the Art and Reference Division, conducted 87 lecture tours of the U.S. Capitol during the fiscal year.

Art and Reference Division

The Art and Reference Division functions as an archives and reference library. The collection contains numerous primary and secondary sources concerning the Capitol and early Washington. Users include Members of Congress, schools, researchers and the media, as well as the Library of Congress and Federal Information Centers.

The variety of subject material requested by scholars indicates the scope of the records that have been preserved. Research assistance was provided to writers with the Reader's Digest, Time-Life Books, Voice of America and TV's Ripley's Believe-It-or-Not, which aired a segment on the Capitol; to authors Bryson Rash, Footnote Washington; Lonelle Aikman, We, the People, for the United States Capitol Historical Society; Charles Carpenter, Gorham Silver; Harry Lambert, the Lawyers in Statuary Hall series for the American Bar Association Journal; to Dr. Phyllis O'Callahan, Georgetown University, who produced a special seminar on the Capitol; to Dr. Cynthia Field who researched the Old Post Office (or Trade Commission Building); to artist Cliff Young regarding historic facts for the paintings in the House Corridor; to Henry Hope Reed; and to Rich Ahern.

Research projects included determination of the original facades of the Russell Senate Office Building at Delaware and C Streets and artist Constantino Brumidi.

In addition, the head of the Division represented the Architect's Office in periodic meetings with the Historical Society as a member of its Executive Board as well as meetings of the Special Libraries Association on preservation and source lectures.

The data regarding telephone messages, letters, research visitors and all communications connected with this Division are included with the Curator's Report. New acquisitions of books and slides are totaled with the Records Management report. The Division arranged 256 book loans to the office from the Library of Congress.

Records Management Division

As in previous years, the Records Management Division has been occupied with the older records of the Office, the ones little used and long ago placed in storage rooms. Upon examination, many records could be eliminated, some were microfilmed and then eliminated, while others of an historic nature were microfilmed, then retired to archival storage.

Since a large volume of over-sized journals were microfilmed on the large planetary camera over the summer, the drawing program was suspended. This accounts for the relatively small number of drawings filmed this past year. This will be an area of concentration in the next Fiscal Year.

Due to a breakdown of the slide duplicating equipment in the Photography Lab, an outside company was used to handle our slide duplicating needs. Many new slides were added this past year to the Architect's Collection, including many of the artwork in the Capitol.

At the end of the Fiscal Year, a slide dissolve unit and Wollensak tape recorder were purchased, which should help professionalize the many slide presentations which are given throughout the year by staff members.

The computerized information retrieval system is coming along very well. The slide collection has been on computer for the past two years with excellent retrieval results, and the photograph collection is almost at the midway point. The computer program for the drawing collection has just been completed; it is now a matter of indexing the drawings and entering the data into the computer. Future projects include computer-assisted retrieval of the division's subject files.

Photography Division

The Architect's photographers take, process, and print photographs of special events and of office projects, including construction work, maintain photographic files for historical purposes, and provide negatives to the Library of Congress Photoduplication Service from which they make prints for public purchase.

This two-person division supplies all still photographic services requested by the Architect's staff. Original photography on location or in the studio, black and white negative development, original 35mm color slides and slide duplicates, color transparencies and copy negatives are all routinely produced. Mounting, matting, and other finishing pro-

BEST AVAILABLE COPY

cedures are supplied and copy negatives are all routinely produced. Mounting, matting, and other finishing procedures are supplied as needed. An extensive photo negative and print filing system is maintained to protect and preserve these valued records. A loan service makes available to the public and other government agencies through the Library of Congress and outside photographic laboratories, materials for research, publication and display. Our photographic experience and services are regularly "loaned" to several Legislative Committees to produce photography unobtainable through their usual sources.

During Fiscal Year 1983 approximately 5,888 8 x 10 inch black and white prints were produced, 1,472 negatives and transparencies were added to the files, and 3,386 prints were furnished from files or printed to order. Large formal display prints, slides and copy negatives were also made in large numbers. An itemized production schedule is on file in the Central Office of the Architect.

Major projects during Fiscal Year 1983 include: Development of a laboratory procedure to provide 2 x 2 inch slides from ca.1900 glass lantern slides of the Old Library of Congress Building. Overall color photographs of Minton Tile Sectional Floor patterns were made from an hydraulic lift. Following the refurbishing of the Senate Majority Leader's suite photographs were made for the Art and Reference files. Completion photographs were made of the interior and exterior of the Hart Senate Office Building. To assist the National Bureau of Standards experts analyze possible causes for the fractures in the plate glass in the atrium of the Hart Senate Office Building, crossed polarized light and exact size color prints were made of the fractured plate glass. All public ceremonies in which the Architect of the Capitol participated were covered.

New equipment installed during the Fiscal Year 1983 included a deep freezer (ordered in 1982) for unexposed sensitized photographic materials storage and a 120 size wide angle camera.

OFFICE OF THE ADMINISTRATIVE ASSISTANT

The Administrative Assistant is responsible to the Architect of the Capitol for the direction, management, and operation of the personnel, accounting, data processing, procurement, flag office and office services activities, and the general business affairs of the Office of the Architect of the Capitol; he serves as liaison for the Architect with the Director of Food Service on matters concerning the Senate Restaurants.

Accounting Division

The Accounting Division renders accounting advice and formulates financial policy for approval of the Administrative Assistant and the Architect of the Capitol. The Accounting Division designs, develops, establishes, operates, and maintains the accounting, payroll, and inventory systems. These functions are performed by the Accounting Branch and the Payroll Branch under the direction of the Accounting Officer.

Accounting Branch

During Fiscal Year 1983, thirty current annual and no year appropriations and twenty-five prior year appropriations were administered. Architect of the Capitol funds amounting to $94,676,230.70 were processed by the Accounting Branch for disbursement by the Washington Regional Disbursing Center, the Disbursing Officer of the Library of Congress, and the Marshal, United States Supreme Court.

A total of 9,496 obligating documents were processed during the year. These included 8,849 Architect of the Capitol purchase orders, 388 United States Botanic Garden purchase orders, and 80 contracts. In addition, the Accounting Branch processed supplemental agreements and contract change orders (e.g., for construction, personnel service, and supply contracts) which are not reflected in these workload statistics.

Rental and sales vouchers were prepared and collections were made for steam furnished to the Government Printing Office, City Post Office, Folger Shakespeare Library, the United States Supreme Court, and the National Visitor Center. Vouchers were prepared and collections made for chilled water furnished to the Folger Library and the United States

Supreme Court. A total of $1,904,543.93 was collected for the sale of steam and chilled water.

Rental and sales vouchers were also prepared and collections made from the Monocle Restaurant and the National Capital Democratic Club for rental of property. Gasoline repayment vouchers were prepared for and collections made from authorized users. Collections of $92,403.93 were made from these rental and sales accounts.

The Accounting Branch is responsible for the preparation of a varied number of reports, including:

Monthly financial statement for current year appropriations (thirty)

Travel Data Report (quarterly)

Six-month expenditure reports

Monthly statements of transactions

Monthly contingent expenses and miscellaneous improvement reports

Year-end closing statement (Form 2108)

Various reports required by the U.S. Treasury and other agencies on a recurring or as needed basis for both accounting and payroll functions

Payroll Branch

The Payroll Branch is responsible for the processing of payrolls for weekly, bi-weekly, and semi-monthly employees whose pay is based on statutory rates, GS schedules, wage board procedures, or administrative rates. During the Fiscal Year pay records were maintained for approximately 2,300 permanent, temporary, and patronage employees. Three separate groups of employees are paid on a bi-weekly basis, necessitating the preparation of 78 distinct bi-weekly payrolls during the fiscal year. An average of 2,020 employees were covered by these bi-weekly pay systems during Fiscal Year 1983, representing $46,959,802.55 in gross earnings.

In addition, an average of 41 employees, with earnings of $570,4,30.94, were paid on a semi-monthly basis. Finally, the weekly earnings of 247 employees throughout the year resulted in gross earnings of $6,360,482.00.

To prepare these payrolls, the Payroll Branch maintains a system for recording hours worked by employees; maintains schedules of salaries, hourly rates, premium pay, overtime, health benefits, payroll deductions; and directs the computation of pay checks for all employees of the Architect of the Capitol and the United States Botanic Garden. The Payroll Branch is also responsible for the computation of terminal leave payments for separating employees, and for maintaining retirement deduction records for employees of the Architect.

Data Processing Division

The Data Processing Division provides a central resource for computer services and information management. The key responsibilities of the Division are divided into four major functional areas:

Operations. The Architect's computer system is in operation on a daily basis for the benefit of users throughout the Architect's office. Users gain access to the computer largely by means of remote terminals located at various users' work sites. In addition to information visually displayed on these terminals, printouts of large reports and other information are run at the central computer facility and made available to users as a service of the computer operations activity.

Systems Software. This function involves the internal logic and sequence of computer programs and reports used to control and direct the operation of the computer itself. Systems software is generally developed by the computer vendor and includes programs for the allocation of memory, structuring of data files, scheduling computer runs on the central processing unit, assigning priorities to completed jobs waiting to be run on the printer, and related aspects of managing the resources of the computer facility.

Applications Software. This function has the greatest visibility from the users' standpoint because it covers the computer programs and systems needed to process information and provide reports to users. Applications software programs may be developed internally by staff of the Data Processing Division and/or the user organization or may be supplied from external sources.

Systems Analysis. This function provides the analytic support needed to develop new programs or substantially modify existing programs. Its primary focus is to help define the users' data processing requirements, and translate them into a series of steps (a "model") to serve as the basis for the detailed computer program that will satisfy the users' needs.

Major activities conducted in support of these functions include the maintenance of all existing computer programs (both systems software and applications software) as well as the development of new programs and/or major enhancements of existing software packages.

A top priority of the Division is the maintenance, support and production processing of the payroll system, producing seven groups of paychecks on a weekly, bi-weekly, or semi-monthly basis to nine categories of employees. The Division also assists with accounting, equipment and supply inventory, shop drawings, punch list and occupancy tracking, work request scheduling, space information, personnel, records management, and many development projects. The maintenance of the complex systems software that manages text manipulations, on-line edits, terminal transactions, and internal control of the operating system is another important duty. The operation of the computer hardware and software requires a sustained maintenance effort to support the processing work flow while at the same time assisting in the development and aquisition of new applications programs for the operating divisions of the Architect's Office. A detailed listing of the activities of the four major functional areas is on file in the Office of the Architect of the Capitol.

Flag Office

The Flag Office is responsible for all requests to the Architect of the Capitol from Members of the United States Senate and House of Representatives to have special flags flown over the Capitol for their constituents and for special presentations to various groups, organizations, schools, etc. In recent years, there has been a sharp increase in the number of flag requests processed by the Flag Office. Previously, the volume of flag orders remained relatively stable at approximately 35,000 flags annually, except during the 1976 Bicentennial Year when 62,860 flags were flown. By the start of the current decade, however, the number of flag requests had risen to over 60,000 per annum. Keeping pace with this rising trend, a record number, totaling 71,661 flags were flown during the Fiscal Year 1983, thereby doubling the average number of orders received throughout the last decade. In addition to coordinating the entire program, this office prepares commemorative certificates for Members to present to flag recipients and furnishes background information to answer questions by telephone or correspondence from Members, their constituents, news media and other interested parties.

This Office also distributes flags that have flown on the flag poles located over the East and West Central Fronts of the Capitol. These flags are flown continuously 24 hours a day and are not replaced until they become worn and unfit for further official use. These historic flags are available to Members of the United States Senate and the House of Representatives for presentation to constituents who desire them because of their historical significance.

Office Services Division

This Division serves the entire Architect's Office by performing a variety of support functions, such as mail distribution, in-house printing and reproduction services, furnishing office supplies to the central staff, and maintaining official files of architectural and engineering drawings of buildings under the Architect's jurisdiction. Specific activities for which the division is responsible include regularly scheduled messenger service on a daily basis for operating units of the Architect's Office located throughout the Capitol Complex; reproducing monthly accounting statements, the annual budget justifications, contract bidding documents, and correspondence or reports distributed to Architect staff members; meeting the Architecture Division's requirements for working drawings; and mailing purchase orders and other official communications issued by the Office.

In addition to its varied operations of a routine nature, the Division assists on special projects that arise during the year. In Fiscal Year 1983, for example, the division participated in a program to microfilm more than 450 mechanical drawings used in the construction of the Rayburn House Office Building.

Personnel Division

The Personnel Division develops personnel management policy for approval of the Administrative Assistant and the Architect of the Capitol, and implements established policy. The division plans, conducts, evaluates, and improves programs of recruitment, placement, position classification, position management, pay administration, employee benefits, employee-management relations, and personnel records and reports. The Personnel Office staff provides counsel to management and employees on personnel matters and evaluates recommended employee and position and pay actions for conformance with law and Architect of the Capitol policy, and effects appropriate actions. The Division processes and maintains

records of personnel actions, including appointments, promotions, pay changes, separations, retirements, employee benefits, and similar actions. Significant activities of the Fiscal Year 1983 are summarized in the accompanying table and are described briefly in the following paragraphs.

The division informed, counseled and assisted employees concerning the new requirement for deposit of 7 percent of military base pay received for post-1956 service in order to receive Civil Service retirement credit for the service.

In December 1982 all employee photo-identification cards expired. The Personnel Division staff processed all renewals.

The Federal Employees Health Benefits annual open season was conducted in May. The Personnel Division staff scheduled and met with employees, both on an individual and group basis, to answer their questions and assist them with the comparison of the various features of the various plans.

In accordance with a provision in the Omnibus Budget Reconciliation Act of 1982, as amended, employees who were retired from the uniformed service were identified and informed by letter that deductions would be made from their civilian pay equal to increases in the employees' uniformed service retirement pay.

In collaboration with the Data Processing Division, systems and programs were designed and written for automation of the personnel records system. The system is expected to be in operation during the next Fiscal Year.

The Personnel Division was reorganized according to the generalist personnel management system.

Number of Personnel Actions Processed:
Fiscal Year 1983

Nature of Action	Architect's Office	Botanic Garden
Appointments	663	36
Promotions	190	3
Transfers	605	0
In-Grade Step Increases	565	15
Other Pay Changes	2,286	57
Separations	465	25

Procurement Division

The Procurement Division, comprised of the Purchasing Branch and the Contract Branch, is charged with the preparation and/or review of all contracts issued by the Architect of the Capitol (e.g., for construction, construction materials and supplies, services of a maintenance, professional or consultative nature) and of all requests to purchase equipment and supplies necessary for general maintenance and upkeep of buildings and grounds comprising the Capitol Complex. Upon receiving a request from a proper authority, the Division prepares and processes official obligating documents in accordance with established office policies and procedures governing such areas as competitive bidding, negotiated price contract, and open market purchases, under applicable provisions of law.

Purchasing Branch

The Purchasing Branch is primarily responsible for procurement by open market purchasing in amounts not exceeding the statutory purchase limitations, as well as acquisition of items from authorized General Services Administration Federal Supply Schedules and items directly from the GSA by utilizing the Federal Standard Requisitioning and Issue Procedures (FEDSTRIP) system. Major categories of procurement are supplies, materials, and equipment needed to maintain, operate, remodel, and restore the various buildings under the jurisdiction of the Architect of the Capitol.

In connection with placing orders, quotations for prices are solicited by mail or telephone when deemed necessary prior to the procurement of materials and supplies requisitioned by the operating units of the office. All necessary follow-up or back-up information for solving shipping, delivery, quality, or invoicing problems is provided by the Purchasing Branch, as are correspondence and/or amendments necessary for the satisfactory completion of purchased transactions.

Ancillary duties and responsibilities of a general nature that are performed by the Purchasing Branch are as follows:

Maintaining the inventory of the Architect of the Capitol Central Office equipment and records on rental equipment and maintenance contracts on purchased equipment

Keeping abreast of latest technological developments in office machines and equipment, including cost, application to office needs and space

42-031 O - 85 - 4

requirements, and supplying information to users concerning availability of equipment and furnishings, with recommendations based on past experience with performance and suitability to special needs

Maintaining an inventory of purchased and rental vehicles assigned to various departments and making recommendations for the acquisition or disposal of vehicles, as conditions warrant

Processing license tag renewals and tag and title applications for new vehicles

Furnishing budget estimates and justifications on projected cost of maintaining, renting, or purchasing Central Office Equipment

Disposing of equipment that is no longer of use to the Government by transfer to the Surplus Property Outlet of the General Services Administration and acquiring needed items from GSA that can be transferred as surplus property to the office without charge to our appropriations

Preparing requisitions and orders to the Public Printer for such items as printed forms, stationery, envelopes, publications and other items normally obtained from the Government Printing Office (GPO) which are utilized by various units of the Office of the Architect of the Capitol

Placing work orders for supply of fuel, steam and chilled water to House Office Building Annex No.2

In transaction of business during Fiscal Year 1983, the Purchasing Branch issued the following purchase orders in the categories indicated:

Category	Number of Purchase Orders	Estimated Dollar Amount
Routine Purchase orders issued for all appropriations.....	9,123	$ 9,667,672.52
Orders placed with the General Services Administration.....	169	176,483.60
Procurements for the Botanic Garden.....	404	163,779.92
TOTAL.....	9,696	$10,007,936.04

Total orders issued in 1983 increased by nearly 8 percent from the number processed during Fiscal Year 1982. This increase in the number of orders placed was accompanied by an increase of approximately 23 percent over the dollar value of items procured in Fiscal Year 1982. The increase in the number of orders issued is attributed in part to an expansion in the amount of remodeling work and other construction activities by in-house construction forces, especially those related to the renovation of House Office Building Annex No. 2 and the completion and occupancy of the Hart Senate Office Building.

Contract Branch

The Contract Branch is primarily responsible for the procurement of supplies, materials, equipment, professional and maintenance services, and construction work through the media of formal, advertised Invitations for Bids and, to a lesser extent, negotiated proposals as allowed in certain instances by applicable provisions of law or by nature of appropriation.

During Fiscal Year 1983 contractual obligations incurred by the Office of the Architect of the Capitol totalled $5,254,597.77, a slight decline from obligations of $5,957,920.97 in Fiscal Year 1982. The relatively low dollar amount reflects the absence of any major new construction project starts this year. The total includes the sum of $817,377.76 as a net increase in contract price for additional work, under various contracts, formally authorized by the Architect through change orders; a total of 141 such formal change orders were prepared by the Contract Branch for the Architect's approval during Fiscal Year 1983.

Numerous procurements of supplies and construction work directly related to the building and furnishing of the Hart Senate Office Building totaled $1,446,801.96 in Fiscal Year 1983.

The largest single procurement contracted for during Fiscal Year 1983 was in the amount of $275,000.00 (Contract ACbr-735), for the removal of paint and repair of masonry on the West Front of the U.S. Capitol. This is the first in an anticipated series of contracts for the restoration of the Capitol West Front surfaces. The purchase of materials and installation of an EPDM roof system for the Rayburn House Office Building Contract (ACho-545), in the discounted amount of $246,265.00, was the second largest procurement in magnitude.

Specific data on each of the contractual activities for which the Contract Branch was responsible during Fiscal Year 1983 are on file in the Office of the Architect.

Senate Restaurants

The administration and operation of the United States Senate Restaurants are provided by the Director of Food Services and his assistants, under the direction of the Architect of the Capitol. The Senate Restaurants Office provides administrative support for operations including accounting, personnel, and purchasing functions. This office directly manages the operation of the Capitol Building's four dining rooms, snack bar, and newsstand; the Dirksen Senate Office Building's two cafeterias, Senators' dining room, carry out, speed line and newsstand; the Russell Senate Office Building's coffee shop and newsstand; and the catering for special functions in the Capitol and Senate Office Buildings.

During Fiscal Year 1983 the Senate Restaurants system continued to provide new products and services, while meeting the overall financial objective of operating on a break-even basis. The Senate Restaurants had a profit of $575 on sales of $5,249,158. By comparison in Fiscal Year 1982, the Restaurants had a loss of $6,537 on $4,856,859.

Reasons for the improvement include management control programs and a price increase implemented January 3, 1983. Also, during Fiscal Year 1983, the Senate was in session 156 days compared to 195 days in 1982. Traditionally, the Senate legislative calendar has a significant bearing on the profit and loss outlook of the Senate Restaurants. The Restaurants anticipated the reduced Senate legislative calendar, a 4.5% cost of living wage adjustment and 4% raw food cost inflation. The January price increase combined with planned internal management control programs allowed the Restaurants to meet its break-even objective.

In Fiscal Year 1983 programs to improve the security of the logistics of the Senate Restaurant's cash were implemented by the accounting division. The improvements were the result of an audit report by the Architect's Internal Auditor.

The Senate Restaurants began providing a dinner service boarding plan to House and Senate pages housed in the new page dormitory. The Monday through Friday boarding program was made mandatory for all House pages in the dormitory and voluntary for pages not housed in the dormitory. The pages have been provided with a meal program allowing them unlimited seconds on

all items served except the entree. The program includes a daily salad bar, unlimited milk, soup, vegetables,and desserts. Steak is served every other week and fresh fruit is served with each meal. Festive dinners for special holidays are served throughout the year. Dirksen Cafeteria operations continued efforts to improve and expand services. A self-service taco bar was opened in the Dirksen North Cafeteria. The service was an immediate success and has developed a very dedicated following.

The new Senate Bake Shop began producing the old Senate Bake Shop Christmas fruit cake. The Senate Restaurant had been famous for its homemade fruit cake until 1971 when a decision was made to close the Senate Bake Shop. The new Bake Shop which opened on June 1, 1980, began reproducing the fruit cake based on the authentic recipe supplied by one of the former bakers.

The Senate Restaurant served 1,736 pints of strawberries through a special stand constructed in the Dirksen South Cafeteria during strawberry season. The strawberries were sold as milk shakes, sundaes, shortcakes, whole in pints and in other Restaurant recipes. The promotion contributed to the break-even fiscal results.

The Senate Restaurant Special Function Department provided service for Mrs. Ronald Reagan, Vice President Bush and Members of the President's Cabinet on numerous occasions. The Restaurant also provided service for numerous heads of state including the President of Egypt, the Prime Minister of England, the Prime Minister of Portugal, the President of Lebanon, the President of the Government of Spain, the President of El Salvador, the Prime Minister of Australia, the Secretary General of the United Nations, the Chancellor of West Germany, the Sultan of Oman, the Prime Minister of Norway, the Chancellor of Austria, the Prime Minister of Japan, and the President of Pakistan.

The Senate Committee on Rules and Administration allowed the Senate Restaurants' employees to advise the Committee regarding their concerns for employee representation and the Restaurants administration and management through a secret ballot. The employees overwhelmingly rejected union representation and endorsed the administration and management of the Restaurants.

OFFICE OF THE DIRECTOR OF ENGINEERING

The Director of Engineering advises the Architect of the Capitol regarding engineering planning, design, and maintenance, including modifications and new work to be done under contract. The director coordinates and manages projects having implications across organizational lines. The Office of the Director of Engineering designs, implements, and controls preventive maintenance programs and procedures relating to engineering structures and equipment.

The Chief Engineer, Capitol Power Plant; Supervising Engineer, Library of Congress; and Supervising Engineer, United States Supreme Court, report to the Director of Engineering. Their duties and Fiscal Year 1983 activities are described in this report under their respective buildings. The Project Director for the Modifications and Enlargement Project at the Capitol Power Plant also reports to the Director of Engineering.

The Director of Engineering is responsible for the operation of a number of engineering divisions within the Central Office of the Architect of the Capitol, including air conditioning engineering, electrical engineering, elevator engineering, general engineering, fire protection engineering, safety engineering, and electronics engineering.

Air Conditioning Engineering Division

The Air Conditioning Engineering Division is responsible for planning and management of design and providing technical supervision over installation, replacement, modification, maintenance, and inspection of refrigeration and air conditioning systems throughout the Capitol Complex. This Division also plans and manages the design, installation, and evaluation of energy conservation measures for heating and air conditioning systems, including monitoring of the chilled water and steam supplied to the various buildings under the jurisdiction of the Architect of the Capitol. Chilled water is also supplied to the Folger Library and steam to the Government Printing Office, Washington City Post Office, National Visitor Center, and the Folger Library.

To assist the various maintenance and operating engineers in the buildings, the Air Conditioning Engineering Division prepared plans and specifications

for additions and improvements to all systems and for supplies and materials purchased in substantial quantities or of a unique nature. Bids were taken and reviewed and inspections were made of all materials, equipment, construction, and workmanship in connection with repairs, alterations, and improvements made in the various buildings under the Office of the Architect of the Capitol.

The Air Conditioning Engineering Division designs various heating, ventilating, air conditioning and refrigeration systems and coordinates these designs closely with the architectural staff in their development of existing and/or additional spaces under the jurisdiction of the Architect of the Capitol. Feasibility studies as well as cost estimates and working drawings of proposed renovations are prepared and submitted to the Director of Engineering. Recommendations for the purchase of equipment for the aforementioned as well as installation of the same are closely coordinated with the construction branch of the Construction Management Division, the Building Superintendents' Offices, or the Building Supervising Engineers Office, as applicable.

The major construction project for which the Air Conditioning Engineering Division provided support in Fiscal Year 1983 was the Hart Senate Office Building. The responsibilities included submittal review, specification and contract document review, coordination with the Associate Architect's staff, Construction Management Division, and the contractor on design data and specific job-related problems.

Progress on major modification and renovation projects during Fiscal Year 1983 continued as follows:

House Office Buildings. Renovation of the Longworth House Office Building air conditioning system (FN76018) is approximately 98 percent complete. Installation of solar collectors for House Office Building Annex No. 2 (79094,82172) is approximately 85 percent complete. The project to provide air conditioning for the fifth floor of the Cannon House Office Building (FN 81196) is approximately 5 percent complete; initial design investigations have been completed and work is proceeding on final design and procurement documents.

Library of Congress. The Division provided assistance and coordination for the renovation and restoration of the Thomas Jefferson Building and John Adams Building, as well as for installation of stack fire sprinkler systems in the Thomas Jefferson Building and the John Adams Building.

The Air Conditioning Engineering Division continues to coordinate the program for energy conservation (P.E.C.) for the Capitol Complex. The purpose of this program is to investigate and catalog all energy-using equipment associated with normal building operation and to develop an organized system of automatic and manual control to reduce the energy used by this equipment while still serving the fundamental needs for which it is intended. A complete list of projects, including a P.E.C. update, is on file in the Central Office of the Architect of the Capitol.

Electrical Engineering Division

The Electrical Engineering Division is responsible for planning and management of design; providing technical supervision over the installation, modification, inspection, maintenance, and repair of electrical systems throughout the Capitol Complex; lighting for the Capitol Grounds; power distribution systems (substations); and components and assemblies and operators related to sound reinforcement systems, the electronically operated clock and legislative call system, and birdproofing systems.

The division is involved in the design of miscellaneous in-house construction projects, the numerous supporting functions that relate to other electrical groups such as the Construction Management Division and individual building electrical shops, as well as the other engineering disciplines under the jurisdiction of the Director of Engineering, and design review with architects/engineers engaged by the Architect of the Capitol for major construction projects.

During Fiscal Year 1983 the division was involved with over 200 in-house construction projects. One of the most active has been the construction and occupancy of the Hart Senate Office Building. Another full time activity for a six month period has been the review and analysis of change orders to support the legal department and Construction Management Division in their pursuit of delay and change order claims on the Library of Congress, James Madison Memorial Building project.

An Electrical Power Section performs the combined maintenance and required operation of all incoming electrical systems and equipment from the utility point of termination up to and including the building main secondary service switchgear. This includes work on the Capitol Grounds, a large part of the street lighting, the 15 KV incoming switchgear, all 15 KV cable, network transformers, and associated load carrying bus. In addition to the daily routine of

cleaning, maintenance, repair and replacement of the grounds lighting system, and the continual preventive maintenance on electrical transformers, switchgear, and its associated control battery banks, the Electrical Power Section also provides labor to install other projects as may be assigned.

This group also answers calls from the Telephone Company, TV broadcast groups, building electricians, the District of Columbia, Potomac Electric Power Company, and numerous outside groups for assistance in providing electrical power needed in the performance of their respective activities.

This division supervises the Electronic Equipment Section, which is responsible for all sound systems throughout the Capitol Complex. It builds, installs, and maintains the decoder systems for the legislative bell system, the numerous digital clock timers and count-down units located in strategic areas, and works on mobile radios and other miscellaneous electronic devices. It includes the sound operators for the Senate Chamber and House Chamber public address systems.

Elevator Engineering Division

The Elevator Engineering Division performs engineering, planning and management of the installation, modification and maintenance of elevators, dumbwaiters, escalators, subway cars, kitchen conveyors and related machinery throughout the Capitol Complex. This Division is responsible for providing technical control and supervision over a work force of approximately 46 mechanics working in the various buildings under the Architect of the Capitol; establishes in conjunction with the Director of Engineering a computerized preventive maintenance program for use by operating units and monitors the activities performed under the program; and oversees the periodic testing, inspection, and recabling of over 200 units of elevator equipment in all buildings.

There were six major areas of work concentration during Fiscal Year 1983. First was the finalization of the James Madison Memorial Building Elevator Contract and the disposition of all remaining punch-list items on the 20 newly installed elevators, 4 escalators and 2 dumbwaiters. The second was the completion of both the fabrication and field testing of the control equipment which was installed in the two Hart Senate Subway cars so that they have intermediate stopping ability at the Dirksen Station. This subway conversion, both design and field installation, was accomplished by in-house personnel. The third was the camrail conver-

42-031 O - 85 - 5

sion on Track No. 4, which enabled the designated Hart Building Subway car to by-pass the Dirksen Station at high speeds in order to increase the efficiency of service between the Capitol and the newly opened Hart Building. This project was designed and executed mainly by in-house forces. The fourth was the removal of two elevators in the Hart Senate Office Building from normal group operation and designating them as "Senators Only" due to unforeseen building conditions. This operation involved extensive signal and field wiring changes, in addition to a separate set of concealed push button risers located in each respective hoistway to accommodate this special service. Both the design and field installation for this project were executed by in-house personnel at a quoted savings to the Government of $46,000.00. The fifth major area was the installation of a motorized handicap ramp in the Dirksen Subway Station Station for handicapped passengers to traverse Track No. 3 in order to load Subway Car No. 4. Subsequently, following designated express subway car assignment, this ramp was removed. This project was designed and installed by in-house personnel. The sixth involved two energy conservation activities:

The House Office Buildings installed elevator hoistway light disconnect switches in order to conserve energy by turning off hoistway lighting when lights are not required to perform preventive maintenance. This project was performed by in-house personnel on sixty-one hoistways. The project represents an annual savings energy saving of $15,250.00 in the House Office Buildings.

An astronomical clock was installed in the Taft Memorial Bell Tower to control the building perimeter flood Lights depending upon actual sun rises and settings, rather than a fixed time interval. The fixed time interval represented both a security problem and an energy waste. The project was performed by in-house personnel.

Other Fiscal Year 1983 activities included:

Hart Senate Office Building. Contract Nos. (ACso-513) and (ACso-547). The Elevator Division completed final inspections on the remaining six of the fifteen newly installed elevators in the Hart Senate Office Building. Numerous punch-list items remain and should be completed in Fiscal Year 1984.

Taft Memorial Carillon. During Fiscal Year 1982, a contract was negotiated for the replacement of the then defective and obsolete automatic playing system with a digital system; this conversion was completed in Fiscal Year 1983. The new system has the additional feature which allows one to record and play back musical selections at some future date on cassette tapes.

Thomas Jefferson Building. Preliminary investigations have begun into the possible replacement of the two manual elevators in the West Main Pavilion with fully automatic elevators. One of the two elevators has been shut down for over a year with equipment failure which is not cost effective to repair. These two elevators were originally installed in 1895 and modernized in 1925 and again in 1936, and their replacement at this time is indicated.

In addition to the continuing preventive maintenance program in the various buildings, all elevators are subject to periodic inspection and test procedures by the Central Elevator Inspection and Test Crew. The Elevator Inspection and Test Crew, in addition to testing and inspecting, perform all major repairs and recabling of all units. They are also responsible for the regular maintenance of the elevators in the Capitol Power Plant, automatic doors in the Senate Garage and the Carillon motors and console in the Taft Memorial.

Each elevator shop follows a computerized preventive maintenance program for elevators, escalators and other assigned equipment, consisting of weekly examinations of all relays, control equipment, generators, hoist motors, gears, bearings, selectors, signal systems, governors, and all other safety devices. Worn or damaged parts are replaced where needed during the routine examinations, and adjustments are made when necessary to obtain the best possible performance of the equipment.

General Engineering Division

The General Engineering Division serves in a general advisory capacity to the Director of Engineering and is responsible for providing technical expertise in the accomplishment of a broad range of projects including matters of design, construction, operation, and maintenance of the application of mechanical, electronic, and electrical engineering principles, methods, and techniques.

In Fiscal Year 1983, 38 projects were completed, including those relating to contractor coordination,

plumbing and heating, security system objectives, safety improvements, fire protection improvements, supervision and maintenance of streets and utilities, and preventive maintenance.

The major emphasis of this Division for Fiscal Year 1983 was the accomplishment of improvements to the Capitol Hill steam distribution system in general conformance with the priorities established by the report submitted by Wiley and Wilson, Inc. in 1978. The remaining portion of the new steam system extension to the west side of the Capitol was constructed and extensive renovation was completed on the existing South Capitol Street steam system.

The installation of the mechanical work in the Hart Senate Office Building was monitored on a regular basis in order to resolve any design discrepancies which might have occurred and anticipate further preventive maintenance needs which may arise.

Safety Engineering Division

The Safety Engineering Division plans and implements safety programs for the Architect of the Capitol, collaborates with various agencies on safety management, and maintains surveillance over renovation and construction projects and recommends necessary safety measures. This Division conducts regular periodic safety inspections of facilities and equipment in all buildings and grounds, coordinates and supervises safety training programs, monitors frequency and severity of accidents, investigates and reports on all accidents and initiates corrective actions where required through the Director of Engineering.

The Division participates in and conducts inspections, conferences, seminars, and training programs involving safety programs and standards. It also correlates safety work with the work of the Attending Physician's Office and the fire protection engineering activities under the General Engineering Division.

Electronics Engineering Division

The Electronics Engineering Division plans, schedules, directs, and coordinates work relating to designing, installing, maintaining, repairing, adjusting, calibrating, and operating closed-circuit television, intrusion detection, x-ray inspection, and metal detection security systems.

This Division, formed under Director of Engineering in October 1974, is charged with the responsibility of maintaining and repairing the electronic and computer controlled security systems installed throughout the Capitol Complex under the authority of House Concurrent Resolution 550, 92nd Congress, as amended.

The duties of the Division also include all security systems in the Capitol Complex, the installation and maintenance of the cable TV and data distribution system, the electronic HVAC, security, fire, life safety, and book conveyor control systems in the James Madison Memorial Building and the Hart Senate Office Building, and the electronic controls for the energy management and conservation system.

Major projects of Fiscal Year 1983 are as follows:

Five additional x-ray inspection units were purchased and installed.

The Energy Management and Conservation System (EMCS) is presently being installed in accordance with the Program for Energy Conservation, developed by the Director of Engineering and approved by the Architect of the Capitol.

Cable system growth for the two-way cable distribution system, for 1983 included the addition of equipment to service the U.S. Capitol Power Plant, House Office Building Annex No. 2, and the Hart Senate Office Building. A return trunk was completed in the Longworth House Office Building. One new service was added to the system and two major projects were piloted on the cable system.

Work, begun in Fiscal Year 1977, to design, install, and interface a security system for the protection of the perimeter of the Capitol Power Plant is 96 percent complete.

Since the Book Division assumed maintenance control of the book conveyor system at the James Madison Memorial Building in the Fiscal Year 1981, in-house system projects have been initiated to improve operational efficiency and reliability.

Review continued of the construction work on the Hart Senate Office Building as it relates to the security systems and cable distribution being installed.

Improvements to the automated management information system provided the ability to track manpower utilization. Improvements to the automated inventory process provided the ability to track individual stock and purchasing requests. During Fiscal Year 1983, more than 430 purchase requisitions and other procurement documents were submitted by this Division, accounting for more

than $925,000. This total reflected more than 1,500 purchasing line items that served to replenish the $3,000,000 inventory and also satisfied more than 2,300 stock requests. Future improvements to this automated management tool will directly interface with the above and will provide the ability to track equipment and parts utilization and to schedule work efforts more efficiently.

In 1983, the engineering was completed and the central monitoring equipment was procured, installed, and tested for a computer based alarm processing system which uses the Cable Distribution System as its medium. The Cable Alarm System is expected to assume the monitoring of Senatorial Duress Alarms in the Dirksen and Russell Senate Office Buildings in 1984.

Project Director for Modifications to and Enlargement of the Capitol Power Plant

The Office of the Project Director was established during June 1954 under the Director of Engineering for the purpose of administering the design and construction phases of major improvement programs for the plant and its associated distribution systems. Since 1970, the Office has been administering the improvements included under the Modifications to and Enlargement of the Capitol Power Plant project. Administrative duties include acting in an advisory capacity to the associate engineers and reviewing all design efforts throughout their development. Further duties include assisting with the bidding procedures for contracts required to execute the project and supervising the construction and related work performed at the Capitol Power Plant. Collateral duties include providing technical assistance and advice pertaining to all new and existing facilities associated with the plant to other divisions of the Architect's Office.

A contract was awarded to Arnold M. Diamond, Inc., for the installation of the government-furnished fabric filter dust collectors in December 1981. Completion of this project for effective use occurred during Fiscal Year 1983.

Fire Protection Division

This Division is responsible for a variety of duties with respect to the fire and life safety needs of the occupants of the buildings under the jurisdiction of the Architect of the Capitol. Duties of the head of the Division include development of plans and

specifications for fire protection systems in new and existing buildings, collaboration in the preparation of technical specifications for the procurement and installation of new equipment or repair and upgrading of existing equipment; collaboration with the supervising engineers and building superintendents in solving fire related problems and serving as the principal liaison with other fire protection agencies.

The major project of the Fire Protection Engineering Division during Fiscal Year 1983 was the installation of sprinklers in the bookstacks of the Library of Congress Thomas Jefferson Building and John Adams Building. A number of design and engineering modifications were made to facilitate the program. In addition, the Division monitored the installation of the fire protection system in the Hart Senate Office Building and continued the installation of Halon 1301 fire suppression systems in designated areas under the jurisdiction of the Architect of the Capitol.

OFFICE OF THE BUDGET OFFICER

The Budget Officer is responsible for the overall formulation, preparation, presentation, justification and execution of the Architect's budget. In addition, the Budget Officer provides advice and assistance on budgetary and financial matters to the Architect of the Capitol and to top management officials.

The Budget Officer prepares the annual budgets for the Architect of the Capitol, the United States Botanic Garden, and for the structural and mechanical care of the Library of Congress Buildings and the United States Supreme Court Building and Grounds. The budgets are submitted to the Office of Management and Budget (OMB) for inclusion in the total federal budget requests. Additionally, narrative detailed justifications for annual and supplemental appropriations are prepared for presentation before Congressional Committees. The Budget Officer prepares and administers the financial plan for allocation and expenditure of funds and provides advice to the Architect on reprogramming requests. The Budget Officer also tracks legislation affecting activities under the Architect of the Capitol and acts as the Architect's liaison with the staffs of the Appropriations Committees.

The annual appropriation items administered by the Architect of the Capitol are primarily for the structural, mechanical, and domestic care, including maintenance and operation of equipment, and heat, light, power, and air conditioning for the buildings and facilities under the jurisdiction of the Architect. Budget requests are for items deemed necessary to render proper service to the Congress and to maintain properly the buildings and equipment of the legislative establishment.

To carry out these responsibilities for Fiscal Year 1983, appropriations totaling $147,665,000 and positions totaling 2,094 were provided under the Architect of the Capitol for all items carried under the heading "Architect of the Capitol," for joint House and Senate items, for the structural and mechanical care of the Library of Congress Buildings, and the United States Supreme Court Building and Grounds.

The aforementioned activities and processes are accomplished through what is normally termed the "Budget Cycle."

The annual budget cycle for 1983 began in July 1981, when a budget call was issued to Building Superintendents, Chief Engineers, and other operating officials along with instructions and general observations concerning budget preparation. Their budget requests were received in September 1981, and the Budget Officer began an internal budget review. Preliminary recommendations were developed by the Budget Officer and reviewed with the Assistant Architect, the Director of Engineering, the Administrative Assistant and other staff. Following this review, final recommendations were submitted to the Architect for his consideration and approval.

Based on the Architect's decisions on the budget, the formal budget documents were prepared and forwarded to OMB in November, 1981 for inclusion in the President's budget transmittal to Congress. Thereafter, detailed justifications were prepared and forwarded to the House and Senate Appropriations Committees in December, 1981. During this time the Budget Officer prepared background materials in support of the justifications. Following the Appropriations Committees hearings, held early in 1982, inserts were provided for the record and the hearing transcripts were prepared for printing.

The Appropriations Committees began their mark up in mid-1982. During this time, the Budget Officer provided advice to the committees on the effects of proposed actions. Following full committee action on the budget, a bill was prepared and sent to the floor of the House for action. The bill, H.R. 7073, was reported by the House Committee on Appropriations September 9, 1982. However, it was not acted on by the House.

The Senate subsequently introduced a bill, S.2939, noting that because of the lack of House action, the Senate was "constrained to proceed with its own bill."

The House Appropriations Committee subsequently introduced a joint resolution in which funding for the Legislative Branch was included. H.J. Res. 599 was agreed to October 2, 1982, and became Public Law 97-276. This act was a comprehensive continuing appropriations measure that included several executive branch agencies. The Legislative Branch was included in Sec. 101 (e). S. 2939 as reported to the Senate on September 22, 1982, was referenced as the appropriations mark for House, Senate and Joint items except as amended by Sec. 101 (e). The Congress allowed full year funding for the Legislative Branch by exempting that Sec.101 (e). from the provisions of Sec. 102, which placed a limit on the availability of funds through December 17, 1982.

42-031 O - 85 - 6

The Budget Officer monitored the progress of the various bills and resolutions through final passage and provided support as necessary. When the President signed the continuing resolution, the Budget Officer prepared appropriations mark up sheets and transmitted them to top management, Building Superintendents, and the Accounting and Procurement Divisions.

The Congress passed the Supplemental Appropriations Act, 1983, in July, 1983. On July 30, the President signed the bill, making H.R. 3069 Public Law 98-63.

Two regular appropriations under the Architect of the Capitol received program supplemental funding. The Senate Office Buildings appropriation was increased by $250,000 for an additional amount for the purchase of furniture and furnishings for the Hart Senate Office Building. The House Office Buildings appropriation was increased by $275,000 to replenish funds used to renovate designated areas of the House Office Building Annex No. 1 as a dormitory for Pages. In addition, $49,000,000 was appropriated for the restoration of the West Central Front of the Capitol. Finally, appropriations totaling $1,237,000 were approved for the Fiscal Year 1983 Pay Supplemental. This concluded congressional action on the Fiscal Year 1983 appropriation.

OFFICE OF THE GENERAL COUNSEL

The Office of the General Counsel provides legal advice and a variety of services within the Office of the Architect of the Capitol concerning all functions of the Agency. From the standpoint of the Office of the General Counsel, these functions may be divided into three broad areas or categories: internal administrative functions; activities made the responsibility of the Architect by law; and litigation activities. Additionally, the General Counsel represents the Architect of the Capitol in Congressional and administrative hearings and other legal proceedings, where appropriate, or, when necessary, arranges for representation of the Agency in judicial proceedings by attorneys of the Department of Justice.

With respect to the first category, the General Counsel advises the Architect of the Capitol on questions of authority and on fiscal, budgetary, and personnel matters. The Office of the General Counsel also provides such legal services as development of legal opinions, reviewing and/or drafting such legal documents and legally oriented correspondence, and participating in the formulation of overall office policy.

With regard to the second category, the General Counsel prepares draft legislation and reviews and comments upon proposed legislation affecting the Office; advises regarding matters arising from the Architect's statutory responsibility for superintendence of the buildings and grounds of the Legislative Complex, including claims arising under the Federal Tort Claims Act; provides legal review of contracts for the procurement of materials, supplies and services for the Congress; provides legal advice regarding the use of the Legislative Complex by members of the public for demonstrations and other assemblages; and performs all necessary legal services required for the acquisition of real property.

With respect to the third area, the Litigation Division of the Office of the General Counsel provides advice and support with respect to litigation brought or defended by the Architect of the Capitol, particularly with respect to litigation arising out of construction contracts in which the Architect of the Capitol serves as counsel for the Construction Management Division, furnishing legal advice and related

services regarding the administration of contracts, including direct participation in negotiation and settlement of claims and disputes arising out of construction contracts. During Fiscal Year 1983, such activities related primarily to the Philip A. Hart Senate Office Building, the James Madison Memorial Library Building, Capitol Power Plant projects and, increasingly, the project for the Restoration of the West Central Front of the United States Capitol.

In December 1983, the Litigation Division received an Opinion from the Senate Office Building Commission Contract Appeals Board denying the appeal of Baltimore Contractors, Inc., the Phase IV contractor on the Hart project, for additional compensation because of alleged delays associated with backfilling of foundation walls. The trial of this matter, in which the Government's exposure was in excess of $4,500,000, took approximately five (5) weeks during the Spring of 1982. The Litigation Division is presently engaged in extensive preparations for trial of the four (4) remaining major appeals arising out of the Phase IV portion of the Philip A. Hart Senate Office Building project now pending before the Contract Appeals Board.

During Fiscal Year 1983 the Litigation Division was heavily involved in servicing the prosecution by the Department of Justice of two legal actions against architectural firms, who, by virtue of their errors and omissions, made it necessary for the Government to settle and pay claims brought by contractors on the James Madison Memorial Building and the Capitol Power Plant projects; United States v. DeWitt, Poor & Shelton, Civil Action No. 82-0586, and United States v. Hennessy & Hansen, Civil Action No. 82-3132. At the moment, both cases are in discovery and substantial efforts are being taken by the parties to negotiate a settlement of the claims.

OFFICE OF THE INTERNAL AUDITOR

The role of the Internal Auditor is to review and appraise the efficiency and effectiveness of all Architect of the Capitol activities. This responsibility encompasses financial and compliance, economy and efficiency, and program results auditing.

Financial and compliance auditing determines whether financial operations are properly conducted, whether financial reports are presented fairly, and whether applicable laws and regulations are complied with.

Economy and efficiency auditing determines whether resources are managed and utilized in an economical and efficient manner and the causes of any inefficiencies or uneconomical practices, including inadequacies in management information systems, administrative procedures or organizational structure.

Program results auditing determines whether the desired results or benefits are being achieved and whether lower cost alternatives which might yield the desired results are considered.

Audit highlights for Fiscal Year 1983, involve audit reviews in the areas of inventory management and control, purchasing, Capitol Power Plant steam and chilled water rates, and Capitol Grounds policy and operations. Seventeen audit memoranda containing 43 recommendations were issued to improve management methods and controls for more efficient operations.

PROPERTY MANAGEMENT/BUILDING AND GROUNDS

CAPITOL BUILDING

The Architect of the Capitol is charged by law with the structural and mechanical care of the Capitol Building, including operation of the mechanical equipment. The Architect is also charged with the domestic care of the central section of the Capitol, which includes the Rotunda, the Crypt, Statuary Hall, the corridors in the central section, and the stairways from the Rotunda to the first and basement floors; also, domestic care of most of the areas on the House side of the Capitol; three stairways in the central section, Senate side of the Capitol; the basement corridors in the central section; and the rooms in the basement and terrace occupied by the Architect's Office. The Architect of the Capitol has been charged with the care of the Capitol since 1876.

The Supervising Engineer, Capitol Building, under the direction of the Architect of the Capitol, is responsible for the day-to-day maintenance, alteration, repair, and operation of the Capitol Building, including the operation of the following shops: Carpentry, Electric, House and Senate Engineers, Elevator, Labor, Paint, Plumbing, and Sheet Metal Shops.

In addition to the regular maintenance of the Capitol Building, the following specialized alteration and conversion projects were completed in Fiscal Year 1983:

Twenty-four bronze handrails and one bronze gate were installed in the House Chamber.

Room HB-9 (House Coffee Shop) was renovated and new equipment installed.

Air handling unit (S-17) with new control system was replaced.

Rotunda air supply duct, under the skirt of the dome, was recovered with new insulation and metal protection.

Rooms HT-8 and HT-10 were renovated.

Senate Disbursing Office was relocated from Rooms S-233, S-234, S-235, S-235A, S-236 to Hart Senate Office Building. All rooms were renovated to provide office space for the Senate Majority Leader.

Seal of Guam was installed in ceiling of House Chamber.

Room H-420 was renovated.

Hot water storage tanks, heaters and controls were replaced in the Senate Apparatus Room.

Room H-313 was modified to provide for an addition to the rostrum.

Carpentry Shop

The Carpentry Shop constructs and repairs high quality cabinetry and furniture and constructs, alters, and repairs fine ornamental woodwork in the Capitol Building.

The Carpentry Shop performed repair work on all revolving doors and entranceways and all wooden doors and windows. In addition, all door hardware, including locksets, hinges, door stops and closers, were maintained. Numerous frames were constructed for photographs and bulletin boards. Sheet metal stud systems were erected and gypsum board applied thereon; new suspended ceiling systems for conversion projects were installed. The shop performed locksmith activities, including cutting of new keys; constructed bookcases and shelving for offices; repaired venetian blinds; and maintained rope halyards on flag poles.

Electric Shop

The Electric Shop installs, maintains, and repairs electrical fixtures, controls, and systems.

The Electric Shop performed all lamp work in the Capitol Building. In addition, repair work was performed on the chandeliers. All extension cords were provided and new electrical circuits with receptacles, as required, were installed for copy machines. All special event requests requiring electrical service, including press events, were fulfilled. Routine maintenance included House and Senate Restaurant electrical repairs. Maintenance was performed on automatic door openers, electrical tools, and equipment. The Electric Shop maintained and adjusted smoke detection systems in air handling units, provided new electrical circuits, installed new lighting fixtures in conversion projects and maintained the electrical birdproofing systems.

House and Senate Engineers

The House and Senate Engineers are responsible for the care and maintenance of all air handling equipment and controls. Filters were changed regularly and air handling units were washed and cleared, including heating and cooling coils. All steam and hot water piping systems were maintained, including replacement of steam traps and piping components where required.

Elevator Shop

The Capitol Building Elevator Shop is responsible for the care and maintenance of 25 elevators, 2 sidewalk lifts, 11 conveyors, 4 escalators, and one dumbwaiter. Routine preventive maintenance procedures included daily checking of leveling and door operations, hall and car indicator lights, cleaning contacts on relays, proper lubrication of rotating parts, and rails. In addition, the Elevator Shop installed and/or replaced new vinyl flooring systems and vinyl base as required.

Flag Flying

The Labor Force flew 71,661 flags over the U.S. Capitol Building during the fiscal year.

Labor Shop

This department provides the janitorial services for the House side of the Capitol and other areas of the building for which the Architect furnishes domestic care. In addition, ice and water are delivered for various committee meetings and office functions. All scaffolding required for repair work, alterations, and painting is provided by this shop. It is also responsible for chandelier cleaning and window washing.

Paint Shop

This shop is responsible for the painting of all spaces within the Capitol Building. It also provides hand-painted and gilded signs; refinishes signs, mirrors, and picture frames; replaces broken glass; and does ornamental painting.

Plumbing Shop

This shop made necessary repairs to existing plumbing equipment in the Capitol Building and installed new plumbing systems for conversion projects. All stoppages were cleared and all plumbing and drain piping and fittings that were beyond repair were replaced. Fire control equipment, including pumping stations and sprinkler piping, was tested.

Sheet Metal Shop

The Sheet Metal Shop performed necessary roof repairs, including resoldering open seams, caulking riglets, replacing copper roof sections where necessary, and replacing roof walkway sections. New metal ductwork was provided for conversion and alteration projects. All repair work on hollow metal doors was performed in the Sheet Metal Shop. Repairs and modifications to stainless steel shelving and counter work in the Senate and House kitchens and restaurants were performed. Miscellaneous welding and brazing work was performed in the shop.

Miscellaneous Special Events

Arrangements were made for Joint Sessions and Joint Meetings of Congress and for various ceremonies conducted by the Daughters of the American Revolution, United Daughters of the Confederacy, American War Mothers, and United States Holocaust Memorial Council.

CAPITOL GROUNDS

The Architect of the Capitol is charged by law with the care and maintenance of the Capitol Grounds and with any changes and improvements made to the grounds, and has been so charged since 1876. The Architect is also charged with authority to permit, and make arrangements for, the annual Service Band concerts at the Capitol. The Architect is responsible for the lighting and floodlighting of the grounds.

The Landscape Architect, under the direction of the Architect of the Capitol, is responsible for the day-to-day care and maintenance of the Capitol Grounds.

In Fiscal Year 1983 the daily routine maintenance on the grounds included daily sweeping of the Capitol steps and walks; removal of trash and debris from the grounds; pick-up of trash and general hauling for the buildings in the legislative group; sweeping of roads and drives twice a week with the mechanical sweeper;

42-033 O - 85 - 7

mowing lawns from the last part of April through November; the watering of lawns at night, 6 nights a week during the summer; and washing down the Capitol steps twice a week. Snow and ice were also removed from the steps, walks, and roads when required. This included spreading sand and ice-removing pellets on streets, walks and steps.

The approximately 187 acres of lawn areas, sidewalks, streets, roadways, and parking areas which comprise the U.S. Capitol Grounds are maintained by 28 gardeners and 16 laborers. Each year new beds and plantings are added in continuing programs to beautify the Capitol Grounds.

The trees on the grounds are maintained and cared for by the Tree Division assigned to the Capitol Grounds; this includes 4 tree surgeons and 2 helpers. The trees are under a planned program for feeding and spraying. Approximately one-half of the trees are fed each year. The trees are periodically inspected by the plant pathologists from the U.S. Department of the Interior. The chemical spray program which they recommend has been executed. The trees are sprayed in late winter and twice during the summer months, or as often as required. During extreme dry periods the new trees are watered.

Each year we lose several trees which have to be removed from the grounds. Most of these trees die due to old age.

The Plumbing Division of the Capitol Grounds is responsible for routine and preventive maintenance on heating and ventilating units and for the winterizing, de-winterizing, and maintaining the ornamental and drinking fountains and all sprinkler systems.

A complete listing of daily grounds activities, including new planting and removal for Fiscal Year 1983, is on file in the Central Office of the Architect of the Capitol.

SENATE OFFICE BUILDINGS

The Architect of the Capitol is charged by law with the structural, mechanical and domestic care of the Senate Office Buildings (Russell, Dirksen, Hart, and five Annex Buildings), including operation of the mechanical equipment. The Architect is also responsible for the care, repair, and purchase of furniture and furnishings. (Furniture and furnishings for the Senate side of the Capitol are under the jurisdiction of the Senate Sergeant-at-Arms.) The Architect is responsible for the heating, air conditioning, and lighting of the Senate Office Buildings. All construction and

structural improvements and changes to buildings are made by the Architect of the Capitol. The Architect is responsible for the maintenance and operation of the subway transportation systems between the Senate Office Buildings and the Capitol and also of the garage in the Dirksen Senate Office Building as well as that in the Hart Building. The Architect, in performing his duties in connection with maintenance and operation of the Senate Office Buildings, is, under the Act of June 8, 1942, as amended, subject to the approval of the Senate Committee on Rules and Administration in matters of general policy. From 1910 to 1942, the Architect performed such duties under authority of a resolution adopted by the Senate Committee on Rules, February 18, 1910. Commencing with construction of the original three wings of the Russell Senate Office Building, 1905-1909, all construction work in connection with the Senate Office Buildings has been performed by the Architect of the Capitol under the direction of the Senate Office Building Commission, as is the case presently with respect to construction of the Hart Senate Office Building.

The Superintendent, Senate Office Buildings, under the direction of the Architect of the Capitol, is responsible for the day-to-day structural, mechanical, and domestic care of the Senate Office Buildings complex, including the operation of the following shops: Air Conditioning, Carpentry, Electric, Elevator, Labor and Night Cleaning, Masonry, Paint, Plumbing, Sheet Metal, Subway, and Upholstery and Carpeting.

During the Fiscal Year 1983 the Office of the Superintendent received approximately 100,000 requests for service, resulting in the issuance of 50,000 work orders to the various shops under its jurisdiction. The activities and tasks performed by each shop of this Office are as follows:

Air Conditioning Shop

The Air Conditioning Shop is responsible for the modification, repair and operation of the air conditioning and refrigeration systems of the Senate Office Buildings complex. The department maintained and serviced all units in the Dirksen, Russell, 400 North Capitol Street, Carroll Arms, 128 C Street and the Immigration Building. New thermostats were relocated and installed in the Hart Senate Office Building according to drawings from the Office of the Architect of the Capitol. A new panel and controls were installed in Unit 8-B of the Dirksen Building.

Carpentry Shop

The Carpentry Shop completed 10,800 work orders. There were 2,430 requests to have keys made or locks changed. Other projects included repair of 597 chairs and the hanging of 6,966 pictures or other wall hangings. Six large mirror frames were constructed and a handicapped desk laminated with Formica was constructed.

Electric Shop

The Electric Shop installs, maintains, and repairs electrical fixtures, controls, and systems. In Fiscal Year 1983, 9,182 service calls were answered and a total of 36,804 lights were replaced. Additional projects include completion of wiring of new Carpenter and Upholstery Shops in the Dirksen Building and the installation of a new Halon fire system in the Russell Building.

Elevator Shop

The Elevator Shop inspects, maintains and repairs mechanical and electrical components of the elevators, escalators, dumbwaiters, dock loaders, garage doors, postal conveyor, truck tailgate lift, and trash compactors. In addition to performing routine work during the year, ordering and replacing necessary parts, and cleaning and lubricating all systems, the Elevator Shop answered 78 service calls, 585 trouble calls, and 29 cases of vandalism.

Labor (Day)

Special detail jobs are performed daily in the Russell, Dirksen, and Hart Buildings such as ice delivery, window washing, cleaning, and moving furniture. Once a week a crew cleans all marble steps to the buildings. Another crew services all committee rooms, as needed, to rearrange furniture for meetings, parties, receptions, and hearings. The daily routine cleaning of the Annex Buildings is performed. In June of Fiscal Year 1983 crews began servicing the Hart Building. Transferring offices to the Hart Building and expanding remaining offices in the Russell and Dirksen Buildings resulted in 217 major moves. A total of 29,171 work orders, excluding the above moves, were completed during Fiscal Year 1983.

Night Cleaning

During Fiscal Year 1983, the cleaning crew performed the routine cleaning of all senatorial suites, committee rooms, and conference rooms, as well as all other rooms in the Russell, Dirksen,and Hart Senate Office Buildings. This work included such tasks as dusting, vacuuming, emptying and baling trash, cleaning and waxing corridor floors, shampooing carpets, and polishing brass.

Masonry Shop

The Masonry Shop installs, maintains and repairs interior and exterior marble, brick, block, tile, and other stonework. During Fiscal Year 1983, the Masonry Shop was heavily involved in work relating to space redesign and remodeling in the Hart, Dirksen, and Russell Senate Office Buildings to accommodate the initial occupancy of the Hart Office Building and the subsequent office moves. This work involved plastering walls and ceilings; concrete finishing and patching; laying of cinder block and brick; installation of ceramic, cork, and floor tile, plus rubber base; cutting and patching holes; various marble work; and other miscellaneous work such as demolition, cleaning, and repair.

Other special work included construction of several firerated walls and openings, relocation of the camrail on Track No. 4 adjacent to the Dirksen Subway Terminal and extensive associated masonry work, plus other work related to fireproofing beams and wall penetrations.

Paint Shop

The Paint and Refinishing Shop received 440 work orders, resulting in the painting of 102 offices, 197 bathrooms, the entire basement in the Russell Building and many other corridors throughout the buildings. The Shop refinished 761 units including pigeonhole bookshelves, cabinets, open shelves, desks, trays, files, flower boxes, flower stands, and tables. The Paint and Refinishing Shop also made 555 signs.

Plumbing Shop

The Plumbing Shop installs, maintains, and repairs pipes, fittings, joints, and valves connected with the plumbing systems of the Senate Office Buildings. This shop has the responsibility of inspecting and testing all fire alarms, sprinkler systems, and related fire equipment and of repairing and maintaining gas-fired

hot water boilers, oil-fired steam boilers, and gas-fired hot water heaters in the Annex Buildings. Additional adjustments were made in the Hart Building upon full building occupation. Over 2,700 maintenance calls were answered.

Sheet Metal Shop

The Sheet Metal Shop fabricates, installs, modifies, and repairs sheet metal assemblies. During Fiscal Year 1983, it maintained and repaired the roofs of all Senate Office Buildings, the air conditioning duct systems, and stainless steel equipment in the Senate cafeterias. Major projects during the year included the installation of shelving in the Stationery Room and the roofing work completed at the 400 North Capitol Street Building.

Subway Shop

The Subway Shop performs routine maintenance and improvements on the Senate side and the route between the Capitol and the Senate Office Buildings. During Fiscal Year 1983, the Subway Shop assisted Jenson Manufacturing in the installation of a new camrail on Track No. 3. Requests from other departments for machine work, welding, and electric work were accommodated.

Upholstery and Carpeting Shop

The Upholstery and Carpeting Shop repairs and reupholsters furniture; repairs and installs carpet; fabricates and hangs draperies; restrings and hangs venetian blinds; and covers tables, cornices, book-cases, and other units. A major undertaking of this shop was the installation of carpeting in the Hart Building.

HOUSE OFFICE BUILDINGS

Pursuant to the provisions of 40 USC 175, the Architect of the Capitol, subject to the approval and direction of the House Office Building Commission, is responsible for the structural, mechanical, and domestic care and maintenance of the three House Office Buildings, House Office Building Annexes, and Underground Garages. Under the direction of the Architect of the Capitol, the Superintendent of the House Office Buildings is responsible for the day-to-day care of the buildings, including the operation of the following shops: Air Conditioning, Carpenter,

Cleaning, Electric, Elevators, Escalators and Subway, Industrial Equipment, Labor, Painting, Plumbing and Heating, Stone, and Sheet Metal.

The Superintendent's Office maintains, in a confidential manner, the combinations of Members' safes and assigns office suites, rooms, and storerooms to Members of the House. This assignment of office suites is performed under rules prescribed by the House Office Building Commission. With the assignment of an office to a Member, the Superintendent's Office makes the necessary arrangements to coordinate the moving of the Members and the work of various trades, such as painting, electrical, changing of locks, installation or removal of partitions in conjunction with the personnel of the Clerk of the House and the Telephone Company.

The Superintendent's Office makes detailed suggestions to the Architect and the House Office Building Commission with regard to space requirements, remodeling within the buildings, and changes and improvements to existing facilities.

During Fiscal Year 1983 major projects included the renovation of the third and fourth floors of the House Office Building Annex No.1 for the Congressional Page Dormitory. Several Committee staffs were required to move to new office space as a result of the conversion of office to residential quarters.

In addition to the regular maintenance of the House Office Buildings, the following specialized alteration and conversion projects were completed under the direction of the Superintendent, House Office Buildings, in Fiscal Year 1983:

Cannon House Office Building

Room B-25, assigned to the Clerk of the House, was renovated to accommodate the Official Reporters of Debate. This room was formerly used as book storage. All masonry walls were finished with drywall and a new suspended ceiling was installed. Additional HVAC and electrical service were also installed.

Rooms B-26, B-28, and B-30, also assigned to the Clerk of the House and formerly used for document storage, were converted into office space for occupancy by the House Placement Office. As in B-25, all masonry walls were finished with drywall and a new suspended ceiling was installed. Additional HVAC and electrical service were installed. "Energy Saving" features were incorporated in this project with the addition of motion detector light switches and the replacement of the existing wooden windows with single double glazed thermal windows.

Room 233, originally assigned to Committee Staff, was reassigned as a Member's suite. These three rooms were brought up to standard by the addition of a Member's private lavatory, toilet and two closets (as provided in all Cannon Members' suites). The work involved the erection of four six-inch block walls to the ceiling and duplication of the existing plaster cornice. Two new doors and poplar base were fabricated to complete the two closets. The bathroom was finished with ceramic tile.

In Room 504, a new doorway was cut through from the reception room into the staff room. The existing opening, from the Administrative Assistant's office to the staff room was sealed up. The door and trim were salvaged and utilized in the new opening.

Longworth House Office Building

Room B-244 was an existing public men's toilet, which was converted to a combined public men's and women's facility (both are equipped to accommodate the handicapped). All new masonry and plaster walls were erected, and additional ventilation provided. New piping, fixtures and toilet partitions were installed. To complete the project, the exterior corridor walls were plastered and painted to simulate the structural glazed tile.

In Room 1324, the Committee on Interior and Insular Affairs, new walnut bookcases were fabricated and installed. All millwork, installation and finish work was accomplished with in-house forces.

At the request of the Member, the Member's private bathroom was reinstalled in Room 1517. The work included the erection of a new four-inch block wall, the installation of new ceramic tile floor and walls and the reinstallation of the fixtures. All plumbing fixtures, the walnut door and trim were available from existing stock.

To create additional three-room suites for Members, doorcuts were made in the following suites: 1124, 1127, 1212, 1213, 1517, 1714, and 1717. They were finished with walnut trim.

Rayburn House Office Building

In Room G2-27 minor alterations were made to create a separate private office. The work consisted on the installation of metal stud and drywall partitions, a new hollow metal door, and

the relocation of existing light fixture. HVAC modifications were unnecessary.

Room B-339B was renovated to create two private offices for the Restaurant Management systems. Both offices were constructed with six-inch masonry block walls and furred out and covered with drywall. A new doorway was cut through from the food preparation area into the catering storage room and a new ramp was necessitated by the varying elevations. Mechanical and electrical modifications were necessary due to the relocation of the walk-in cooler and ice machines. Later in the fiscal year, male and female employee locker rooms were built within the catering storage area by the erection of six-inch block walls.

In Room B-301B, the Committee on Foreign Affairs, to accommodate a DEC 1144 computer, demountable metal partitions were utilized to separate the computer and air conditioning equipment from the staff area. A new fan coil unit was installed and connected to the newly installed chilled water loop, allowing for year round, 24-hour operation. Additional electrical service was provided and cabling was pulled to various committee offices on the first floor of this building.

Minor alterations were performed in Room B-371, Staff Rooms B and C, for the Committee on Government Operations. The work involved the relocation of existing demountable metal partitions and the creation of a private office by extending plexiglass from the metal partition to the ceiling. Minor HVAC and electrical changes were made in the new private office.

Air conditioning modifications were made in Room 2176, the Committee on Education and Labor, for the installation of new IBM computer equipment. A fan coil unit was installed and connected to the chilled water loop, similar to the alteration done in B-301B.

House Office Building Annex No. 1

The renovation of the third and fourth floors for the Congressional Page Dormitory was a special project for Fiscal Year 1983. Five annex buildings were surveyed for potential suitability for dormitory use. The criteria utilized for the selection of a site were as follows:

1. Adequate square footage to house approximately 100 pages, five proctors and 1 page director.

2. The cost of renovating the space.

3. The time necessary to complete the renovation.

4. The availability and cost of fire and life safety features.

This project necessitated the relocation of several Committee staffs to new office space in either HOBA No. 1 or HOBA No. 2 and the modification of the third and fourth floors from office space to residential space.

Rooms 303 thru 308, and 315 thru 318 were modified to accommodate three pages each. The old kitchen areas were converted to studies, and flexible "space builder" shelving was installed in existing closets. The bathroom facilities were refitted and the bathtubs and showers were made functional. Also, additional electric service and HVAC were provided.

New furnishings and carpeting were provided by the Clerk's office. Rooms 302, 321, and 322 were modified in the same manner to accommodate 2 pages and 1 page respectively. The same room numbers on the fourth floor were changed identically to the third.

The five proctor rooms, 301, 320, 401, 414, and 420, and the director's suite (314 and 315) were converted in a similar manner with the exception of study area. The former kitchens were activated with the installation of a one piece kitchenette unit and new vinyl floor covering. The northwest corner rooms on both floors were converted into "day rooms" with the third floor room closet area being utilized for mail distribution and a portion of the same room set up as an office for the proctor on duty.

In the basement, Room B-7, was converted into a combination laundry and dark room. The work consisted of the removal of existing masonry walls, modification to the electrical and ventilation systems, and the installation of three washers, three dryers, and a dark room sink.

In conjunction with the Security Engineering Division, in-house personnel ran additional conduit and provided power for smoke activated door release devices on the main corridor doors and exit alarms on the three basement doors and on the third and fourth floor resident wing doors.

The final phase of this project was the interior renovations necessary for installation of

two fire escapes, located on the east and south ends of the building. The fire escapes were installed by an outside contractor; however, the exit doors and related interior modifications at the ends of both corridors were accomplished by in-house forces.

House Office Building Annex No. 2

In the Carry-Out facility, H2-126, an additional cash register line was installed. The work consisted of the fabrication of a Formica cash register counter and minor electrical modifications.

Rooms H2-388, 389, and 392 were altered for the Committee on Science and Technology. Construction involved creating seven private offices by installing metal stud and drywall partitions and eight 3 foot by 7 foot hollow metal doors. Additional HVAC, electrical service and conduit for telephones were provided.

Minor alterations were made in Room H2-425 for the Congressional Budget Office. A single "bay" was subdivided with a metal stud and drywall partition and a single 3 foot by 7 foot hollow metal door installed to provide a private entrance to the corridor.

The installation of the Solar System for House Office Building Annex No. 2 was performed in conjunction with the Construction Management Division. All interior modifications were performed by in-house personnel. For further details on this project see the annual report prepared by the Air Conditioning Engineering Department.

Superintendent's Office

The Superintendent's Office coordinates the activities of many shops that perform the maintenance and repair on the buildings. A sampling of the type of work performed is listed by shop. A complete list of each task performed is kept on file in the Central Office of the Architect of the Capitol.

Air Conditioning Shop

The Air Conditioning Shop is responsible for the modification, repair, and operation of the air conditioning and refrigeration systems of the House Office Buildings.

The record of routine maintenance performed by this shop, by building, in Fiscal Year 1983 indicates that, in addition to general maintenance requirements,

it filled 3,349 service requests in the House Office Buildings, plus inspection and repair of the air conditioning units in the Botanic Garden.

Carpenter Shop

The Carpenter Shop constructs and repairs high quality cabinetry and constructs, alters, and repairs the ornamental woodwork in the House Office Buildings.

In Fiscal Year 1983, 4,549 work orders were handled. It also performed such tasks as making 8,378 keys, assembling 7,388 picture frames, and crating 752 articles for shipment.

Cleaning Shop

The cleaning crew performs custodial services for office suites and conference rooms including dusting, vacuuming, emptying trash, and washing windows, etc.

During the fiscal year the cleaning crew performed the routine cleaning of all Members' suites, committee rooms, and all other rooms in the House Office Building Complex.

Electric Shop

The Electric Shop installs, maintains, and repairs electrical fixtures, controls, and systems.

In Fiscal Year 1983, in addition to the routine general maintenance performed by this shop, it responded to 26,341 work orders in the various House Office Buildings.

Elevator, Escalator, and Subway Shop

The Elevator, Escalator, and Subway Shop inspects, maintains, and repairs mechanical and electrical components of elevators, escalators, dumbwaiters, and lifts in the House Office Buildings. This shop also performs routine maintenance and improvements of the house-side subway cars and the route between the Capitol and the House Office Buildings.

During Fiscal Year 1983, 1,497 service calls were made to maintain and repair the 64 elevators, 31 escalators, 2 subway cars, 2 dumbwaiters, 1 sidewalk lift, and 1 hydraulic elevator in the House Office Building Complex.

Industrial Equipment Shop

The Industrial Equipment Shop is responsible for routine maintenance of and repairs to the scrubbers, sweepers, forklifts, and paper baling machines throughout the House Office Buildings. During Fiscal Year 1983, this shop performed 1,652 maintenance and repair jobs on this equipment.

Labor Shop

The labor crew washes marble and windows and polishes brass; it also moves furniture and provides manual assistance, as required, to other shops in the House Office Buildings. In the Fiscal Year 1983 approximately 82,210 service calls were answered. A total of 412 moves were completed.

Painting Shop

The Painting Shop applies paint, varnish, and other finishes to decorate and protect both interior and exterior surfaces, trim, and fixtures in the House Office Buildings.

In addition to the routine painting of numerous rooms, corridors, and other spaces, in Fiscal Year 1983 the Painting Shop painted or stained 7,388 picture frames, stenciled 8 various signs, replaced 105 window glasses, and polished woodwork in 80 suites. It also completed 829 other miscellaneous paint and plaster work orders.

Plumbing and Heating Shop

The Plumbing and Heating Shop installs, maintains, and repairs pipes, fittings, joints, and valves connected with the plumbing system.

In addition to routine preventive maintenance, during the fiscal year, the shop answered 4,554 service calls.

Sheet Metal Shop

The Sheet Metal Shop fabricates, installs, modifies, and repairs sheet metal assemblies in the House Office Buildings. During the year the shop answered 1,437 service requests, and continued work on the copper roofs of the Cannon and Longworth House Office Buildings.

Stone Shop

The Stone Shop installs, maintains, and repairs interior and exterior marble, brick, block, tile and other stonework. Work orders serviced in the fiscal year numbered 138.

CAPITOL POWER PLANT

The Capitol Power Plant employs 103 personnel to operate and maintain a central steam plant rated at 530,000 lbs/hr and a central refrigeration plant rated at approximately 40,000 tons capacity to provide steam for heating and chilled water for air conditioning the Capitol Complex. Buildings served are the Capitol, Dirksen, Russell, and Hart Senate Office Buildings; Rayburn, Longworth, and Cannon House Office Buildings; Jefferson, Adams, and Madison Library of Congress Buildings; Supreme Court; House and Senate Garages; and the Botanic Garden. Steam is also provided to the House Office Building Annex No.1 and the Immigration Building. Steam is provided on a reimbursable basis to the Washington City Post Office, the National Visitor Center, and the Government Printing Office. Steam and chilled water are provided on a reimbursable basis to the Folger Shakespeare Library.

The Capitol Power Plant continued to meet its responsibilities of providing a continuous supply of steam for heating and chilled water for cooling buildings in the Capitol Complex throughout the Fiscal Year 1983. Failure of the reactor unit on No. 15608 feeder in the East Substation due to a squirrel shorting out the unit caused a power interruption for a thirty (30) minute period on September 21, 1983. The interruption of power stopped generation of chilled water in the West Refrigeration Plant during this period.

During Fiscal Year 1983 the Capitol Power Plant generated 1,001,908,000 lbs. of steam using 40,734 tons of coal and 946,957 gallons of No. 6 fuel oil. Continued emphasis was placed on burning coal in lieu of oil. Steam production was 0.7 percent less than in Fiscal Year 1982 due to a milder winter, smaller heating loads, and better operating efficiency of the boilers. Chilled water production during Fiscal Year 1983 totaled 64,368,658 ton-hours, an increase of 24.1 percent from the previous year. The increase is the result of very hot summer weather as well as the Hart Building now being in full service.

Problems continued to arise with the 250 horsepower gear reducers furnished under Contract ACpp-854 on the cooling tower fans in the West Refrigeration

Plant. Servicemen from the Philadelphia Gear Corporation continued in their attempts to resolve the problems and keep the fans in service. It was finally proposed that new gear reducers of a slightly different internal design would be supplied and installed. These new gear reducers were installed in February, just prior to the cooling season. Except for a few minor problems, the gears performed well during the past cooling season. Temperature sensors were installed in the gear reducer pumps to remotely monitor oil temperatures in an attempt to forestall any serious problems. A leak in the compressor oil cooling system caused a unit tear-down on one of the York 6,000 ton centrifugal refrigeration units in the West Refrigeration Plant. No internal damage from water was sustained, but a piece of one of the blades was found to have broken off. York Corporation supplied a complete new rotor for the unit under warranty and is installing it in addition to reassembling the complete unit. An electrical demand monitoring system was installed in the West Refrigeration Plant in an attempt to limit the demand load imposed on the electrical service to the plant.

Construction of the fabric filter (Baghouse) project (ACpp-920) being installed to reduce the level of particulate emission from coal boilers No. 1 and No. 2 continued through the winter. Both boilers were put into service, and Engineering Science tested No. 1 boiler against specifications and local EPA regulations. Failing in the gear reducer on the induced draft fan in both boilers resulted in partial service. No. 2 boiler will be tested in the next fiscal year.

A precast concrete panel located on the south face of the Administration Building for the Capitol Power Plant had failed and fallen to the ground. The general contractor, Charles H. Tompkins Company, replaced the panel with a new one and reinforced the supports on the other panels on that side of the building.

Various improvements have been made to the plant and its outlying systems. The steam lines feeding the Botanic Garden were replaced. The collector rings on the 6,000 ton chillers were turned and new brushes and brush holders installed. The two chimneys serving the steam plant were inspected and cleaned. New controls were ordered for the four oil fired boilers, the motors on the two 1,100 ton chillers in the East Refrigeration Plant were rewound, and backflow preventors were purchased for installation in the city water lines. A new roof was installed on the East Refrigeration Plant and new gutters were installed throughout.

Plant. Servicemen from the Philidelphia Gear Corporation continued in their attempts to resolve the problems and keep the fans in service. It was finally proposed that new gear reducers of a slightly different internal design would be supplied and installed. These new gear reducers were installed in February, just prior to the cooling season. Except for a few minor problems, the gears performed well during the past cooling season. Temperature sensors were installed in the gear reducer pumps to remotely monitor oil temperatures in an attempt to forestall any serious problems. A leak in the compressor oil cooling system caused a unit tear-down on one of the York 6,000 ton centrifugal refrigeration units in the West Refrigeration Plant. No internal damage from water was sustained, but a piece of one of the blades was found to have broken off. York Corporation supplied a complete new rotor for the unit under warranty and is installing it in addition to reassembling the complete unit. An electrical demand monitoring system was installed in the West Refrigeration Plant in an attempt to limit the demand load imposed on the electrical service to the plant.

Construction of the fabric filter (Baghouse) project (ACpp-920) being installed to reduce the level of particulate emission from coal boilers No. 1 and No. 2 continued through the winter. Both boilers were put into service, and Engineering Science tested No. 1 boiler against specifications and local EPA regulations. Failing in the gear reducer on the induced draft fan in both boilers resulted in partial service. No. 2 boiler will be tested in the next fiscal year.

A precast concrete panel located on the south face of the Administration Building for the Capitol Power Plant had failed and fallen to the ground. The general contractor, Charles H. Tompkins Company, replaced the panel with a new one and reinforced the supports on the other panels on that side of the building.

Various improvements have been made to the plant and its outlying systems. The steam lines feeding the Botanic Garden were replaced. The collector rings on the 6,000 ton chillers were turned and new brushes and brush holders installed. The two chimneys serving the steam plant were inspected and cleaned. New controls were ordered for the four oil fired boilers, the motors on the two 1,100 ton chillers in the East Refrigeration Plant were rewound, and backflow preventors were purchased for installation in the city water lines. A new roof was installed on the East Refrigeration Plant and new gutters were installed throughout.

Plant security was improved by the requirement that all visitors now must check in through the Administration Building to receive identification passes. Additional cameras have been installed to provide better overall observation of the plant and its perimeter.

Contract (ACpp-934) was issued to Henry Adams, Inc. for professional services in connection with the design of an electric power generating plant for the Capitol Power Plant. This design and construction project was initiated to provide peak shaving capability of electric consumption for the refrigeration equipment during the summer months. A secondary consideration of this project is to provide emergency power to the plant in the event electrical service is interrupted.

LIBRARY OF CONGRESS

The Supervising Engineer's Office at the Library of Congress is responsible for the structural and mechanical care of the Library buildings and grounds, which include the Thomas Jefferson Building, John Adams Building and James Madison Memorial Building. It also maintains the elevators in the Supreme Court Building.

Additional responsibilities include providing liaison with the Library of Congress to maintain a proper inter-relationship between the constantly changing and expanding functions and programs.

At the end of the Fiscal Year 1983, this office had a total of 124 permanent employees. The organization consists of a Supervising Engineer, an administrative staff and eight maintenance shops including Air Conditioning, Carpentry, Electric, Elevator, Machine, Painting, Plumbing, and Sheet Metal. The major duties of the Supervising Engineer's Office are to provide supervision and the necessary manpower to perform all maintenance and construction work and to operate all building equipment under the jurisdiction of the Architect of the Capitol. Custodial maintenance of the buildings and care of the grounds is under the jurisdiction of the Library of Congress.

During Fiscal Year 1983, approximately 3,600 written requests for services were received and completed. These requests do not include the numerous telephone calls received daily and after normal working hours for services by the shops.

Continuing emphasis has been placed on emergency power, fire alarm systems, and sprinkler systems in the Library buildings. New fire alarm equipment has been received for the Thomas Jefferson Building and the John Adams Building. The installation of sprinkler

systems for book stacks in the Thomas Jefferson Building and John Adams Building is in progress and approximately 60 percent complete. Installation of new EXIT signs and fire extinguishers has been made in all three Library buildings to comply with the Library's requirements. Monthly testing of existing fire alarm systems in the Thomas Jefferson Building and John Adams Building is being performed.

Throughout Fiscal Year 1983 most of the attention of this office was centered on preparing office space for tenant occupancy of the James Madison Memorial Building. By the end of the fiscal year, approximately 99 percent of the building was occupied by the Library. This work included major revisions to movable metal partitions, additions and relocations of telephone and electric floor outlets, and the installation of computer cables. Improvements to our preventive maintenance and routine maintenance programs have been made for air conditioning, plumbing, and electrical equipment, elevators, book conveyors and copper roofs.

Several projects were completed in the Thomas Jefferson Building. The Old Cafeteria was converted into a Maintenance Shop; this includes installation of a new sprinkler system, suspended ceiling and lighting and exhaust systems. Additional projects were renovation of the Loan Division, separate renovated spaces for the House and Senate Page Schools, and renovation of cellar space for a new Air Conditioning Shop. The Northwest planter stone was reset and retaining wall repaired.

The John Adams Building exhaust and air distribution system was revised and one air conditioning unit was rebuilt.

Metal swing gates were installed at ground and first floor in the James Madison Memorial Building. Storage space in the Serial Division was converted into a security vault; display cabinets and track lights were installed when the Oval Conference Room was changed to exhibit space.

Space preparation in the Madison Building was accomplished for the following areas: Printing and Processing Section, Automated Orientation Center, Telephone Offices, Gardener's Shop, Music Division Reading Room, Motion Picture Broadcasting and Recorded Sound, and Mary Pickford Theater.

The present staff is adequate for the existing workload. Considerable time was spent assisting the Associate Architects in making investigations of the Thomas Jefferson and John Adams Buildings renovation and restoration project. A need continues to exist for one full-time draftsman or engineering technician to

keep the James Madison Memorial Building record drawings up to date to reflect the large volume of changes being made.

Air Conditioning Shop

The Air Conditioning Shop works three eight-hour shifts, seven days a week. With the force operating at full capacity, satisfactory environmental conditions required in most areas by the Library are being maintained in all three buildings. The major scheduled preventive maintenance work includes replacement of bearings in drive motors and fan shafts, and replacement of pulleys and V-belts. All general and preventive maintenance programs are on schedule. Major projects this year included renovation of air handling unit No. 1 in the Thomas Jefferson Building, including installation of new thermostats and reheat coils in the Architect of the Capitol shops, calibration of all control points in HVAC system in the James Madison Memorial Building, revision of HVAC software on the Jc-80 computer, addition of numerous pneumatic and electronic changes to better monitor operation of the equipment, assistance to the Associate Architect in HVAC investigations of Thomas Jefferson and John Adams Buildings, operation of all air conditioning equipment in the three Library buildings, and renovation of four air handling units of the fourth floor of the John Adams Building.

Carpenter's Shop

A large amount of work this year has been expended in the erection of new partitions and ceilings. In addition to normal maintenance work, other non-routine jobs included work in connection with occupancy of the James Madison Memorial Building; installation of new partitions and ceilings in the Page School, Thomas Jefferson Building; installation of new fire doors and revision of the stairway at "F" Core, James Madison Memorial Building; providing assistance to Exhibits Office in meeting deadlines for major exhibits; rebuilding granite retaining walls on Thomas Jefferson Building grounds; caulking around flashing on roof on James Madison Memorial Building; and installation of new masonry partitions and ceilings for Paint, Sheetmetal, Elevator and Electric Shops, Thomas Jefferson Building.

Electric Shop

The Electric Shop has personnel on duty three shifts each day and is responsible for new electrical installations and replacements, routine and preventive maintenance of all electric systems from the substations throughout all three buildings. This shop is also responsible for the security and fire alarm systems in the Thomas Jefferson Building and John Adams Building and the fire alarm system in the James Madison Memorial Building, including periodic preventive maintenance of the smoke detection systems. During the past year, the Electric Shop has had a very heavy workload, but it is meeting the schedules for Library moves to the James Madison Memorial Building and the Thomas Jefferson Building. A total of 4,500 man-hours were required for new construction to comply with the Library's needs for increased office space and computer facilities. The major projects for the Electric Shop during this year were the installation of computer cables, preparation for occupancy in the James Madison Memorial Building, installation or relocation of electrical outlets, modifications to the emergency power systems, assisting with the preparation of special exhibits, completion of installation of electrical work for computer equipment, and the installation of electric work for the Architect's shops in the Thomas Jefferson Building. For routine work, such as relamping, maintaining kitchen equipment, motorized book stacks and fire alarm systems, a total of 28,370 man-hours was required. During this year, 1,000 man-hours were required to install computer cables to terminal units throughout the Library. The majority of this work was in the James Madison Memorial Building and the John Adams Building.

Elevator Shop

The Elevator Shop operates seven days a week: 6:30 a.m. to 10:00 p.m. on weekdays, 7:00 a.m. to 6:30 p.m. on Saturdays, and 8:00 a.m. to 6:30 p.m. on Sundays and holidays. The shop is responsible for the maintenance and repairs of 34 units in the John Adams Building and Thomas Jefferson Building, 36 units in the James Madison Memorial Building, and 13 units in the Supreme Court Building. One elevator mechanic is assigned to the Supreme Court Building five days each week. This shop is required to service four buildings having a total of 73 units and 512 door openings, and cover two shifts per day plus weekends, holidays and special events. The assistance of the Elevator Engineering

Division has enabled this shop to function at a satisfactory level. A substantial part of the routine and preventive maintenance time expended by this shop has been spent in the repair and over-haul of aging mechanical and electrical elevator machinery. The most critical units for replacement are the 40-year-old freight elevator No. 15 in the John Adams Building and elevators No. 1 and No. 2 in the Thomas Jefferson Building.

Machine Shop

The services of the Machine Shop are required at all times while the book conveyor systems are in operation, which is Monday through Friday from 7:30 a.m. to 10:00 p.m., Saturday from 7:30 a.m. to 5:15 p.m., and Sunday from 9:15 a.m. to 5:15 p.m. The primary function and responsibility of the shop is to maintain and service all the book conveyors and pneumatic tube systems in all three buildings of the Library of Congress. The secondary responsibilities of this shop include maintenance on overhead doors, cutting keys, installing and servicing locks and door closures, all welding and machine work, maintaining grounds and snow removal equipment, and support work for other shops and buildings in the Capitol Complex. The majority of preventive maintenance work on the book conveyor systems and pneumatic tube systems is done on Sundays. These systems are also checked each day for any malfunctioning parts and are corrected where necessary. The major project for this shop during the year was the mechanical maintenance of the new computer operated book conveyor system and the replacement of door closers in the James Madison Memorial Building. The time required to maintain and service locks and door closers in all three buildings and the cutting of keys averages approximately two man-years. With the present staff the workload had been kept up-to-date. The majority of malfunctioning door closers in the James Madison Memorial Building will be replaced with overhead closers by the Rixson Company.

Paint Shop

Interior painting in the Thomas Jefferson Building consisted of 17,600 square feet of ceilings, and 127,000 square feet of walls, doors and window frames. In the John Adams Building, 53,000 square feet of ceilings and 67,000 square feet of walls and doors were painted. In the James Madison Memorial Building, 152,000 square feet of walls were painted, and 9,000 square feet of concrete floors were sealed with plastic finish. Ceiling painting totalled 1,600 square feet, and 924 doors were repainted.

Exterior painting of window frames, doors, planters, tables, curbing and parking lines was accomplished during Fiscal Year 1983, utilizing a total of 900 man-hours. Shop work required 2,700 man-hours of labor and consisted of miscellaneous painting, mixing paint, glazing, ordering and stocking supplies and stenciling.

Plumbing Shop

This shop is responsible for the performance of all plumbing, pipefitting, steamfitting and pipe insulation in the three Library buildings. The shop maintains and installs equipment such as vacuum pumps, water piping, toilet fixtures, drinking fountains, sanitary equipment, fire pumps, fire hose stations, fire extinguishers, Halon fire extinguishing systems, low and high pressure steam lines, gas, air, sewer piping, and the demineralized water system in the James Madison Memorial Building. The Plumbing Shop operates seven days a week from 7:30 a.m. to 4:00 p.m., with one man scheduled from 4:00 p.m. to midnight. Preventive maintenance of plumbing facilities is an important assignment of this shop. Work done in this area has consisted of cleaning, repairing, and painting of circulating pumps, condensation pumps, sump pumps, sewage pumps and fire pumps in all buildings, as well as servicing and maintaining fire extinguishers, fire hoses, sprinkler systems and Halon systems.

The workload in the Plumbing Shop has been very heavy during this fiscal year, installing equipment in the James Madison Memorial Building Preservation Lab, Gardner's Shop, and Page School, and sprinkler system for the Architect's Shops, Credit Union, Printing Shop and Recorded Sound Division.

Sheet Metal Shop

This shop is responsible for all the copper roofs, metal casings, all air conditioning and ventilating ductwork, metal containers for large pneumatic tube systems, metal partitions, wire grills, metal cabinets and book shelving, metal doors and jambs, and construction of various sheet metal items requested for the Exhibits Office, Preservation Lab, and Recording Lab.

Major projects of this shop during Fiscal Year 1983 included: relocation and installation of movable metal partitions in the James Madison Memorial Building; general maintenance of doors, wire cages and metal

partitions in James Madison Memorial Building; general maintenance and replacement of copper roof on Thomas Jefferson Building; installation of supply and exhaust ducts and exhaust hoods in Architect's Shops; and renovation of air handling units in John Adams Building. The preventive maintenance responsibility primarily involved repairs to the copper roof, copper dome, Thomas Jefferson Building, and the roof of the James Madison Memorial Building.

Supply Branch

The Supply Branch is responsible for purchasing, receiving, storage, inventory , and issuing of all materials used by the Supervising Engineer's Office in the Library of Congress. This Branch manages three storerooms: the central storeroom in the Thomas Jefferson Building, 20,000 square-foot storeroom in the James Madison Memorial Building and one room in the sub-basement of the John Adams Building. The workload has been very heavy because of the large amount of materials used in moving into the James Madison Memorial Building. With the help of the Librarian's Labor force, this Branch is keeping up with the volume of work.

BOTANIC GARDEN

The Architect of the Capitol has served as Acting Director of the United States Botanic Garden since July 3, 1934. The Architect is responsible for the maintenance and operation of the Garden and for any construction changes or improvements made to the Garden. The Architect performs his duties in connection with the Garden under the direction of the Joint Committee on the Library which is charged, by law, with control over the Garden. The United States Botanic Garden performs four main functions.

First, the organization maintains a large public Conservatory in which permanent collections of tropical, subtropical and desert plants are housed under 29,000 square feet of glass. Major collections include aroids, bromeliads, cacti, cycads, ferns, orchids, and palms. There is an ongoing program for the collection of new plant material for the Conservatory, in accordance with the official purpose of the Botanic Garden which is "...to collect, cultivate and grow the various vegetable production of this and other countries for exhibition and display..." Thus, new plants are frequently added to the collections. The

building, located at First Street and Maryland Avenue, S.W., Washington, D.C. is open to the public from 9:00 a.m. to 5:00 p.m. seven days a week except during the summer months when it is open from 9:00 a.m. to 9:00 p.m. daily. There is no charge for admission.

Second, the Botanic Garden maintains a public park located on Independence Avenue, across from the rear entrance of the conservatory. The park, approximately one acre in size, features a wide variety of summer blooming annuals, herbaceous perennials, and unusual woody plants. The focal point of the park is the historic Bartholdi Fountain. The park, like the Conservatory, is an evolving garden in which new species are constantly being introduced and reviewed for performance. Areas within the park are frequently redesigned and replanted creating an ever-changing display. A constant attempt is made to represent the increasing variety of plant material which becomes available to gardeners each year.

The third major responsibility of the U.S. Botanic Garden is to sponsor four annual plant and flower shows held inside the Conservatory. Special display areas, totaling 9,000 square feet, are used for this purpose. The Easter Show, featuring masses of spring flowering plants, is the first such event of the year. It is from Palm Sunday through Easter Sunday. The second annual show, The Summer Terrace Display, is held on the patio in front of the building from May through September. Hundreds of flowering and foliage plants in hanging baskets highlight this event. The third show, held from mid-November through the Thanksgiving holiday, features a wide variety of chrysanthemums. Poinsettias dominate the last annual show held from mid-December through Christmas. In addition, the Garden hosts plant and flower shows sponsored by area garden clubs and plant societies each year.

The fourth function of the Garden, is the maintenance of the Poplar Point Nursery located in Anacostia, Washington, D.C., just a few miles from the Conservatory. This area includes approximately 50,000 square feet under glass and 23 acres of land, five of which are used as an outdoor growing area for woody plants. All of the plants displayed in the annual shows are raised at the nursery. Additional material grown at this facility includes 12,000 orchids (used in the rotating exhibition held year-round in the Conservatory), all the plants displayed in the park and on the Conservatory grounds, much of the material incorporated into the permanent collections housed in the Conservatory, the herbaceous and woody plants used outdoors in the Capitol Hill Complex, those plants loaned to congressional offices and palm trees as well as cut flowers used for decoration at congressional functions.

Other duties of the Botanic Garden include group tours given the year-round, a series of horticulture classes held from September through May, and a plant information service. All services are offered free of charge. The Botanic Garden Conservatory is also the site of a variety of congressionally related functions held in the evening, after the building has been closed to the public. The above duties are performed by a work force of 57 people, including thirty four gardeners, nine operating engineers, a maintenance crew of seven and seven who are employed in a supervisory or clerical capacity.

Fiscal Year 1983 has been particularly productive in all areas. New species were added to each of the Conservatory collection. The majority of additions included succulents, orchids and begonias. Each new plant has been formally labeled, as is the policy of the Garden. New perennials and unusual annuals were added to the Botanic Garden Park and Conservatory during the fiscal year 1983. Hundreds of chrysanthemums and pansies were planted in the park beds extending the flowering season into late autumn. The quality of each annual show was improved with the addition of many new and exciting props plus a wider variety of plants. The Spring Flower Show included the bold colors of primroses and cinerarias plus the usual Easter lilies, tulips and daffodils. This show was well attended by the public. The Summer Terrace Display presented a world of colorful blossoms, vegetables, and beautiful green foliage. Hundreds of hanging baskets filled with fuchias, lantanas, impatiens, ivies, coleus, and petunias against a background of Phoenix palms graced the Conservatory's terrace. Flower beds containing over 5,000 annuals surrounded the terrace and lined the walks. The Summer Terrace Display is the Garden's largest, longest running and most popular plant and flower show. The Poinsettia Show was improved by the addition of more lighting, wreaths and Reindeer topiary forms.

Other responsibilities of the Botanic Garden have also increased. Group tours and attendance at the horticulture classes remain on the increase. Group tours of the Conservatory have become very popular with the local and out-of-state school systems. Congressional staffs have also increased their requests for guided tours during Fiscal Year 1983. On a group tour the visitors are escorted through the building and shown collections including ferns, bromeliads, orchids, cacti and palms. Tour guides speak generally about each collection and point out plants of particular interest such as pineapple, banana and coffee. During Fiscal Year 1983 VIP tours were given to people of many countries, including

China, India, England and Japan. A total of 26 congressionally related functions were held in the Conservatory during the Fiscal Year 1983. A special effort was made by the Administrative staff to bring additional senior citizen organizations into the Conservatory during the major shows and classes. Over one hundred senior citizen organizations participated in our programs.

The increase in public interest in the events occurring at the Botanic Garden resulted in the need for additional publicity. Press releases continue to be sent to local radio stations, newspapers, newsletters, and magazines prior to each show and horticulture class. A schedule of events is always in the information rack located in the Conservatory. Over 1,200 invitations to attend the major shows and classes were sent to the Members of Congress and their staffs prior to each event. The information service which provides horticultural and general information via telephone and letter was greatly increased during Fiscal Year 1983.

Maintenance Division

In Fiscal Year 1983, the Maintenance Division of the Botanic Garden was required to perform a wide variety of duties essential to the management of the facilities. This division is responsible for maintaining the Conservatory, Administrative building, all equipment within the Botanic Garden Park, and the Poplar Point facilities. During this Fiscal Year, the following tasks were performed:

Carpentry. Construction work included a Gazebo for the First Lady's Luncheon, a plant stand for use in the Summer Terrace Display, new storage shelves, plant containers, and plant flats. In addition, exterior gutters of two greenhouses were replaced and doors and plant benches were maintained and adjusted in the Conservatory and greenhouses.

Electrical. In addition to routine maintenance of all electrical equipment including pumps, wiring and lighting in the Conservatory, greenhouses and the Administrative building and the wiring for special events, the following work was completed: rewired pump motors of the recirculation system of the Bartholdi Fountain and electric saw motors in the maintenance shop.

Glazing. Numerous panes of broken glass in the Conservatory and greenhouses at Poplar Point were replaced. All the greenhouses were shaded four times throughout the summer with Kool-Ray shading white.

Heating Systems. In addition to the routine service performed on two oil-fired and two gas-fired boilers, the following work was accomplished: replaced the fire brick, rebuilt the back doors, and cleaned the fire tubes and oil lines. The radiators and steam traps located in the Conservatory were maintained.

Mechanical. All duties were performed necessary to maintain the 12 vehicles belonging to the Botanic Garden, as well as one front-end loader, four tractors, and field equipment for Nursery use.

Painting. Areas painted include the exterior of two greenhouses, old greenhouse range; the office, flower room and locker rooms of the new greenhouse range; and display materials used in various shows. In addition, crews painted the boilers and Boiler Room of the new greenhouse range and the light poles and waste cans in the Botanic Garden Park, and repaired and painted the ceilings of the public restrooms in the Conservatory.

Plumbing. Necessary repairs and preventive maintenance were performed. Six water pumps located in the old greenhouse range, used to remove water from inside the greenhouses after heavy rain-fall, were cleaned. The staff installed forty feet of two-inch water line in the irrigation system on the outside of the nursery and a new mist system on three benches in the Decoration Division.

Decoration Division

A total of 855 decorations were provided during Fiscal Year 1983. Palms and ferns were delivered to designated buildings, set up in rooms reserved for Congressional functions and returned to the greenhouses. Deliveries included 674 centerpieces, 7,512 cut flower arrangements, and 270 vases.

Nursery Division

In addition to the materials supplied to the Capitol Grounds, the Nursery Division maintained the outside nursery and grounds of Poplar Point. This involved the mowing of grass, planting of liner nursery stock, irrigation, fertilization, application of insecticides, constant cultivation of nursery fields and the pruning of nursery stock.

Old Greenhouse Division

In addition to the contributions toward the Spring Flower Show, the production of bedding plants, and the Chrysanthemum Show, this Division also produced the cut flowers necessary for decorations at the Capitol Complex.

Orchid Division

The Orchid Collection of the Botanic Garden, numbering 16,000 plants, is considered one of the finest collections in the United States. During Fiscal Year 1983, 5,523 flowering orchids were displayed in the ongoing exhibition at the Conservatory. Daily maintenance of the collection included the repotting of 4,600 plants and the retying of 13,764 plants. The Orchid Division produced 900 ferns of assorted varieties and 150 Rex Begonias for use in the Conservatory. The employees of the Orchid Division have actively participated in the National Capitol Orchid Society to upgrade the collection through the contribution of plants by the members of the Society. In Fiscal Year 1983, 102 orchid plants were added to the collection by private donation.

Propagation Division

In addition to the contribution made toward the Spring Flower Show and the production of bedding plants, this Division was also responsible for producing plant materials used in the Conservatory and nursery liner stock. A complete list is on file with the Central Office of the Architect.

SUPREME COURT

The Architect of the Capitol's staff for the Supreme Court consists of 33 positions to provide for the care and maintenance of the building structure, mechanical and electrical systems, elevator and food service equipment and the grounds and courtyards. In addition, the maintenance force assists the Marshal's Office with preparations for special functions sponsored by the Court. Administration of the Supreme Court Maintenance Organization is provided by a Supervising Engineer under the direction of the Director of Engineering. The limited size of the work force requires that all employees engage in a broad range of work activities. Work of a general nature is

assigned to the Plumbing and Heating Shop. Shift personnel and maintenance workers assist all the Divisions with maintenance assignments. Those trade skills that are not available to the Supreme Court work force are obtained from the Architect of the Capitol's Construction Management Division or by contract with outside contractors. In Fiscal Year 1983 the Supervising Engineer, in addition to directing the routine maintenance of the Court, coordinated the following major projects:

Roofing repairs were completed by in-house construction forces over a three year period. Work accomplished during Fiscal Year 1983 included replacement of roof drains, sheet metal gutters and drain connections in portions of the high roof.

Birdproofing of north and south sides of the building at the high roof level.

Repair of all (367) venetian blinds. Work included replacement of cords, tapes, and refinishing of 20,000 wooden slats.

Modification of Air Handling Unit F, the Return Air System, for the west portion of the first floor to eliminate the use of 100 percent outside air.

Resetting and leveling of marble pavers at West Entry Plaza.

Construction of a new computer room, Room G21, including power conditioning, Halon fire protection, and new HVAC unit.

Replacement of 4 water cooled DX air conditioning units in basement areas with central chilled water systems.

Renovation of Government Printing Office spaces Room B 37 thru B 40, for a new police locker room.

Modification of air handling unit "D" to improve temperature control of Librarian's Office, Rooms 317 and 314.

Installation of HVAC unit for mail room B 11.

Conversion of two alcoves on ground floor on the south side of the building for storage areas.

Installation of four handicap curb cuts in the sidewalk on the west side of Second Street, N.E. at the driveway entrances.

Air Conditioning Shop

This shop is responsible for performing preventive and routine maintenance of equipment and monitoring meters and alarms to provide acceptable building environmental conditions. It also maintains the refrigeration equipment of the Food Service operation. During Fiscal Year 1983, this shop also built and installed various pieces of new equipment.

Electric Shop

This shop is responsible for the maintenance and repair of electrical distribution equipment and lighting and control systems. This fiscal year, programs were concerned with the maintenance and modernization of existing computer and equipment.

Elevator Shop

The maintenance of elevator equipment is assigned to the Library of Congress Elevator Shop and coordinated by the Supreme Court Electric Shop. Electric Shop personnel inspect the elevators each morning and notify the Library of Congress elevator mechanic if special repair work is required. During Fiscal Year 1983, 41 elevator service calls were recorded.

Grounds

Maintenance of lawn and landscaped areas adjacent to the Supreme Court Building, the four courtyard areas on the first floor, and potted plant materials located within the building. Fountains were cleaned and snow was removed. Plant material was provided for special Court functions. A special project this year was the continuation of the replacement of 400 hedge plants along Second Street, Maryland Avenue, First Street, and East Capitol Street. The parking lot was landscaped and 6,000 tulip bulbs planted.

Masonry Shop

During Fiscal Year 1983 maintenance and repair of the interior and exterior marble and brick included masonry repairs and construction for renovation work, installation of four curb cuts at top of North and South drives, leveling and resetting of west plaza pavers, replacement of a 20 foot section of sidewalk and repair and caulking of inner courtyard pavers.

Paint Shop

This shop is responsible for the maintenance and repair of protective coverings in the Supreme Court Building. Work is directed by the Decorator Painter with assistance provided from other divisions or the Construction Management Division depending on the size and scope of the project. Work is scheduled based on occupant activity and in consideration of the time that has lapsed since prior painting. Work accomplished during Fiscal Year 1983 included the repainting of 14 rooms and other areas, refinishing 162 oak doors and frames, repainting parking lot guard house, fountains in courtyards, handicap ramp at the northwest entrance and parking lot posts.

Plumbing and Heating Shop

This shop is responsible for the preventive and active maintenance and repair of plumbing, heating, and fire protection systems. Other special trade areas that are assigned include painting, masonry, carpentry, glazing, locksmith, and roofing. This shop is responsible for shift personnel who provide a 7 day per week coverage of building operations. During Fiscal Year 1983, this shop installed new equipment and assisted with renovation projects. Special projects included removing 1600 feet of steam coils in ground floor ceiling and installing 85 new heating convector valves and 2,000 feet of chilled water piping.

Storeroom

The Storeroom provides a variety of services to assist all divisions: preparation of requisitions for tools, supplies and materials; maintenance of inventory of tools and materials; record keeping for weekly and bi-weekly payrolls, routing of service requests to the proper division.

PROJECTS COMPLETED BY THE ARCHITECTURE DIVISION

FISCAL YEAR 1983 (By Building)

AREA OR ROOM	PROJECTS (designs and construction supervision)
United States Capitol	
U. S. Capitol	Research on second Architect of Capitol
Exterior	Research on Aquia Creek sandstone
Interior	Research on imitation sandstone
Interior	Research on historic chair rails
Interior	Research on gilding techniques
Interior	Research on 19th-century interior design, lighting fixtures, furniture, paint, carpeting, etc.
Room ST-40	Alteration
Room ST-46	Alteration
Room HT-3-13	Renovation
Rooms HT-17, HT-6M	Furniture Layout
Rooms HB-26 & SB-13A	Cabinet for word processor
Rooms HB-26 & 27	Furniture Layout
Senate/First Floor	Men's Handicapped Toilet Facility
Room H-106	Cabinet work, carpeting, and painting
House Majority Whip's Corridor	Historical research on paint and lighting
Room H-119	Salad Bar
Room H-129	Built-in furniture
Room H-137	Furniture Layout
Senate Vestibule (former)	Research on historic lighting
Room H-227	New toilet room
Senate Chamber, Democratic Side	Seating plan
Senate Chamber, Republican Side	Seating plan
Senate Corridor	Pedestal for bust of Hubert H.Humphrey
Senate Side	Plan of Third Floor
Senate Majority Leader's Suite Rooms S-234, S-235 and S-236	Research for historically correct paint colors
Room H-315	Toilet alteration / Press Gallery
Rooms H-311, 312, 313	Furniture layout and rostrum
Rooms S-315/316	New mezzanine
Senate Library Staircase	Research on paint and lighting
Former Senate Document Rooms, Rooms S-326, S-328 and S-329	Research on historic appearance

Room S-340	Bookshelves
Rooms S-416,417,419,420	Alterations
Room H-419	Drawer units

Capitol Grounds

14 E Street, S.E.	Shed design for gas pump
All Grounds	Street light poles
Underground Garage	Alterations and shop enlargement
West Front Terrace	Dimensions
West Front Steam Line	Construction inspection, shop drawings and design review
Additional property	Map of property
West Front Grounds	Scaffolding inspection for Holocaust Ceremony
West Front Grounds	Sketch of damaged pier
Additional Property	Map of property
West Front Grounds	Scaffolding inspection for Holocaust Ceremony
West Front Grounds	Construction yard for restoration of West Central Front
Maryland Avenue and Pennsylvania Avenue Walkways	Research on original design, material and color
Maryland Avenue and Pennsylvania Avenue Walkways	Research on original lighting for restoration
Maryland Avenue and Pennsylvania Avenue Walkways	Restoration and replacement
Walkways	Granite specifications
Walkways	Paver specifications

Russell Senate Office Building

Interior	Research on interior lighting fixtures
Interior	Research for authentic period furniture
Rooms B-12,14,16,18,20	Alterations
Rooms B-79 - 85	Computer Center layout
Room 157	New exterior doors
Room 165	Research on restoration scheme
Senate Recording Studio	Dressing Room alterations
Rooms 221-227, 241-45 and 243-52	Furniture Layout
Rooms 256 and 257	Plan
Room 298	Alterations and furniture layout
Rooms 333-335A,338-341 and 343	Alterations and furniture layout
Caucus Room / Room 335	Research on original paving pattern
Room 335	Renovation,space plan,furniture layout
Room 371	Renovation

Room 423	Partition
Suite 433	Plan
Rooms 448, 450, 455-469 and 461-478	Furniture Layout
Room 466	Layout for acoustical screens
Suite 497	Furniture and partition layout
Revolving Door	Specifications
Photo Lab	Design for traveling-hoist system

Dirksen Senate Office Building

Rooms 159,161,163,164	Furniture layout
Rooms 327,519,524,567	Furniture and partition layout
Room 642	Furniture layout

Hart Senate Office Building

Office spaces	Analysis of structural requirements for excessive shelving
Loading Dock	Protection of wall from paper roll impact
Building	Trash removal studies
Subway Station	Design for lighting jack extensions
Room B-14	Entrance modification
Ground Floor Carryout	Modifications
Child Care Center	Study
Rooms 104/202, 109/205, 110/207, 112/209	Furniture and partition layout
Room 112	Additional shelving for dividing wall
Room 113	Alterations
Credit Union	Vault relocation
Credit Union	Floor reinforcement
Room 124	Plan for health suite
Rooms 133, 135/226, 136/228	Furniture and partition layout
Rooms 141/231, 202A-B, 204,204B,212-214	Furniture and partition layout
Room 219	New Hearing Room
Rooms 220-221,223,227, 231,231B	Furniture and partition layout
Central Hearing Facility	Plans for corridor, ceiling
Central Hearing Facility	Ceiling-plan revision
Rooms 302,303,305,306/410, 309/412,311/414,312, 313/417,316/416,317/430, 320/431,322/438,324/436	Furniture and partition layout
Rooms 327,327A,328/434, 330,401,331/445	Furniture and partition layout
Rooms 405 and 413	Furniture layout
Rooms 407,408,417,419,422 425,427,428,432-439	Furniture and partition layout

Room 434	New partition
Room 502	Furniture and partition layout
Room 502	Partition revisions and bookshelves
Room 505	Furniture and partition layout
Rooms 503,506/610,509/612 511/614,512,513/617, 516/616,517/630	Furniture and partition layout
Room 520	Door modifications
Rooms 510/631, 521	Furniture and partition layout
Room 522	Acoustical panels
Rooms 531,604,605,613,619	Furniture and partition layout
Room 625	Revisions in partition layouts
Room 627	Handicapped desk
Sixth Floor Toilet Room	Modification for handicapped
Rooms 628,629,637A,639, 640/642,702,703/801, 706/810,709/812,711/814, 712,713/817	Furniture and partition layout
Room 716	New closet
Room 716	New bath
Rooms 716/816,717/826	Furniture and partition layout
Rooms 717/826	Furniture layout revisions
Rooms 720/827,721,722/834, 724/832,728/830	Furniture and partition layout
Room 728	Panel changes
Room 730	Furniture and partition layout
Room 730	Space revisions
Rooms 731/841,801,804/805	Furniture and partition layout
Rooms 807, 815	Furniture layout
Room 823	Furniture and partition layout
Room 836	Space revisions
Room 838	Vestibule layout
Room 841	Space revisions
Room 842	Furniture and partition layout
Suites 1 - 22	Prototype furniture layout
Suite 48	Furniture and partition layout
Vertical Blinds	Specifications
Hardware	Specifications
Lumber and Millwork	Specifications

Senate Annexes

128 C Street, N.E.	
Senate Pages' Dorm and School	Study

119 D Street

Child Day Care Center	Study

Cannon House Office Building

Garage Door	Modification
Interior	Research on authentic historic drapery treatment
Rooms B-25,26-28-30	Furniture layout
Room 109	Furniture layout
Room 112	New partitions
Rooms 123,126	Furniture layout
Suite 128	Furniture layout
Room 137	New partition
Room 138	Conversion of corridor to office
Room 143	New door
Room 201	Furniture layout
Room 206	Closet alterations
Rooms 209,215,226	Furniture layout
Room 232	Research for paint treatment
Room 233	Alterations and cabinetwork
Rooms 233,306,314,323, 328,345,405,406,409	Furniture layout
Room 413	Plan
Suite 414	Furniture layout
Rooms 426,430,432, 501	Furniture layout
Room 504	New door
Room 506	Furniture layout
Room 507	Plan
Rooms 509,512,514	Furniture layout

Longworth House Office Building

Room B-217	Expanded Sales Area
Room B-245	Installation of computer, electric power and lighting
Room 1007	Plan
Room 1028	Furniture layout
Room 1105	Bookshelves
Room 1111	Furniture layout
Rooms 1112A and 1113	Plan
Rooms 1127, 1136	Furniture layout
Room 1139	New screen wall
Room 1140 / Adjacent Conference Room	Research for paint colors and design
Rooms 1140, 1141	Alterations and cabinetwork
Rooms 1140, 1141	Furniture layout
Room 1203	Plan
Rooms 1228, 1238	Furniture layout
Room 1301	Alterations
Room 1301A	Remodeling
Rooms 1303,1304,1304A, 1314	Furniture layout
Room 1406	Plan

Room 1408	Furniture layout
Rooms 1415, 1428	Furniture layout
Rooms 1429, 1441A	Plan
Room 1434	Enclosure for file cabinet
Room 1434	Furniture layout
Fourth Floor North Men's Toilet	Conversion of anteroom to office
Room 1502-3	Plan
Room 1510	Acoustical screen layout
Rooms 1511, 1521, 1524, 1529, 1536	Furniture layout
Rooms 1610, 1632	Plan
Rooms 1702, 1709, 1713, 1725, 1746	Furniture layout

Rayburn House Office Building

Room G-3-20A	Addition
Room G2-27	Partition
Room SB-319	New basketball backstop
Room B-301B	Furniture layout
Room B-301B	Furniture layout revision
Rooms B-301B, B-303	New partition
Room B-313	Renovations to film studio
Room B-339	Alterations to catering facility
Room B-339B	Alteration
Room B-371B	Furniture layout and partitions
Room B-372	Furniture layout
Room B-372	Furniture and partition layout
Room 2103	Furniture layout
Room 2103	Alterations to partition
Room 2113	Plan
Room 2132	Furniture layout
Room 2222	Movable rostrum
Rooms 2226, 2337	Modification and temporary rostrum
Rooms 2227, 2239, 2252	Furniture layout
Room 2317	Floor modification
Room 2318	Projection screen
Rooms 2319, 2332, 2335, 2434	Furniture layout
Room 2438	Plan
Rooms 2439, 2440	Furniture layout
Room 2445	Plan
Room 2451	New partitions
Room 2470	Furniture layout

House Office Building Annex 1

Fire Escapes	Design
Basement	Floor plan
First Floor	Floor plan

Room 111	Remodeling
Second Floor	Floor plan
Room 212	Door relocation
Room 216	Subdivision
Third Floor	Floor plan
Third and Fourth Floors	Dormitory for Pages
Fourth, Fifth and Sixth Floors	Floor plan
Room 603	Furniture layout
Seventh Floor	Floor plan
Rooms 710, 715	Furniture layout
Room 715	Alterations
Eighth Floor	Floor plan
Roof	Plan

House Office Building Annex 2

Freight Elevator #5	Redesign floor structure from wood to steel
Rooms 384, 385	Furniture layout
Solar Energy Systems	Structural support design and inspection

Supreme Court

Room B-37-40	Layout
Ground Floor Entrance Hall	New doors for niches
Room G-10	New shower
Room G-21	Alterations
Room G-47	Renovation
Ground Floor Entrance	Door installation
Special Library	Research for repainting ceiling
Third Floor	Redesign stairway for Library
Third Floor	Furniture layout and design

Library of Congress

Thomas Jefferson Building

Interior restoration	Advice on interior restoration of lighting, carpet, paint color, and design and fresco restoration
Room 307	Conversion of space/new lab for Page School

James Madison Memorial Building

Front Entrance	Bronze Screen installation
Front Entrance	Support study for advertising banners

Capitol Power Plant	
Precast Concrete	Inspection of failure and study for remedial measures
Reception Room	Furniture and partition layout

PROJECTS PERFORMED BY THE CONSTRUCTION MANAGEMENT
DIVISION, CONSTRUCTION BRANCH
(INCLUDING STONEWORK)

FISCAL YEAR 1983 (By Building)

LOCATION	ACTIVITY
United States Capitol	
East Central Front and Northeast Portico	Pointing and caulking stonework
East Front Portico Door to Rotunda	Pointing and caulking stonework
West Terrace Precast Pavers	Removal and resetting
West Front Granite Planters	Pointing and caulking
West Terrace Granite and Marble Steps	Removal, waterproofing, and resetting
West Front Intermediate Landing, Granite Paver	Removal, trench cutting, resetting and grouting
West Front Berm Walls House Side	Removal and storage of sandstone
West Front Berm Walls Senate Side	Removal and storage of sandstone
West Central Front	Miscellaneous construction
Lighting System	Maintenance and repairs
Capitol Grounds	
Concrete Pavers	Removal and resetting
Handicapped Facilities	Access
Maryland Avenue and Pennsylvania Avenue Walkways	Replacement
Grotto	Repair and repointing
Peace Fountain	Waterproofing
Fountain West of Russell Senate Office Building	Pointing and caulking
Independence Avenue and South Capitol Street	Repair handicapped ramp
General	Miscellaneous repairs

Dirksen Senate Office Building

First Street Elevation	Pointing and caulking stonework
C Street Elevation	Pointing and caulking stonework
Building Overall	Renovations
Basement Cafeteria	Construction
Handicapped Facilities	Access

Russell Senate Office Building

Northwest Corner North Elevation	Pointing and caulking stonework
Inner Court	Limestone repair

Hart Senate Office Building

Second Street Granite Driveway	Sandblasting supervision
Corridor Base	Repair
Fifth Floor Balcony	Repair and caulking
Security Desk Marble Tops	Installation
Interior Marble	Inspection
Phase VII	Remaining work
Phase V/B3	Carpet installation
Phase V/B4	Demountable partition installation
Phase V/B5	Service fitting installation
Graphic Design System	Installation
General	Tenant work
Parapet Wall	Copper cap installation
Select Committee on Intelligence	Hearing Room construction
Select Committee on Intelligence	Staff Room construction
Credit Union	Installation of special materials and equipment
Health Facility	Installation of special materials and equipment
CATV	Installation
Subway Controls	Installation and modification

Cannon House Office Building

Inner Court	Pointing and caulking stonework

Rayburn House Office Building

N.W. Elevations - Terrace up through Fourth Floor	Pointing and caulking stonework
Roof	Construction and replacement

House Office Building Annex No.2

Phase IV/A	Permanent remodeling
Solar Collectors	Installation
Computer Room	Air condition unit installation

Capitol Power Plant

Roof	Replacement of original section
Steam Lines to Capitol	Replacement
Steam Tunnel	Concrete cutting and resetting granite curbing

Botanic Garden

Exterior	Renovation
Exterior	Pointing and caulking
Interior	Pointing, cleaning and caulking
Grand Hall Brick Floor	Replacement of five sections
Granite Planter	Removal and resetting

Immigration Building

Exterior	Repair
Interior	Remodeling

CONSTRUCTION MANAGEMENT DIVISION

Philip A. Hart Senate Office Building
Construction Data

Phase I--Temporary access--Contract No. ACso-434

Contractor: A.A. Beiro Construction Company, Inc.

Original contract price	$175,000
Change orders issued	36,032
Final contract amount	211,032
Work completed	100%

Major work performed:

Micellaneous renovation work to convert existing office space into receiving room and garage entrance.

Chronology:

Invitation for Bids (IFB) date	March 18, 1975
Bid date	May 2, 1975
Contract award date	May 20, 1975
Notice to proceed	June 5, 1975
Contract completion date	October 1, 1975
Adjusted contract completion date	November 17, 1975
Substantial completion date	November 17, 1975
Final payment requisition submitted	October 1977
Liquidated damages	$2,000/Calendar Day
Liquidated damages assessed	None
Claims	None

Phase II--Excavation and foundation--Contract No. ACso-451

Contractor: The George Hyman Construction Company

Original contract price	$5,488,000
Change orders issued	455,056
Final contract amount	5,933,056
Work completed	100%

Major work performed:

Excavation and foundation phase, including truck tunnel entrance, as well as tunnel connection to the existing subway system of the Dirksen Senate Office Building.

Chronology:

Invitation for Bids (IFB) date	November 3, 1975

Bid date..... December 4, 1975
Contract award date..... December 11, 1975
Notice to proceed..... December 30, 1975
Contract completion date..... February 24, 1977
Adjusted completion date..... June 19, 1977
Substantial completion date.. May 31, 1977
Liquidated damages..... $500/Calendar Day
Liquidated damages assessed.. None

Phase III--Exterior Stone--Contract No. ACso-476

Contractor: Vermont Marble Company

Original Contract Price.....	$5,810,444
Change orders issued.....	(29,037)
Supplemental agreements I & II.....	222,851
Adjusted contract amount.....	6,004,258
Value of claims for additional direct costs.....	220,211
Value of extended overhead requested.....	0
Requisitions to date.....	6,004,258
Work completed.....	- 100%

Major work performed:

Fiscal Year 1981: 92,937 cubic feet of stone was delivered to the stoneyard. Completion of furnishing, delivery and storage of exterior stone for the Philip A. Hart Senate Office Building.

Chronology:

Invitation for Bids (IFB) date..... December 1, 1976
Bid date..... January 13, 1977
Contract award date..... February 9, 1977
Notice to proceed..... March 1, 1977
Contract completion date..... August 26, 1978
Adjusted contract completion date..... December 31, 1978
Substantial completion date.. December 31, 1978
Custodial services terminated..... September 28, 1980
Liquidated damages..... $500/Calendar Day
Liquidated damages assessed.. None

Phase IV--Superstructure--Contract No. ACso-491

Contractor: Baltimore Contractors, Inc.

Original contract price.....	$34,180,000
Change orders issued.....	960,597
Adjusted contract amount.....	35,140,597
Value of claims for direct costs.....	204,159

Requisitions to date..... 33,565,332
Work completed..... 99%
Work scheduled to have been completed..... 100%

Major work performed:

Completing the building enclosure including site work, structural steel, concrete slabs, fireproofing, roof systems, windows, and exterior walls.

Chronology:

Invitation for Bids (IFB) date..... July 11, 1977
Bid date..... August 30, 1977
Contract award date..... October 25, 1977
Notice to proceed..... October 25, 1977
Contract completion date (900 calendar days)..... April 14, 1980
Adjusted contract completion date..... January 18, 1981
Substantial completion date.. September 25, 1981
Liquidated damages..... $1,000/Calendar Day
Liquidated damages pending... $1,215,000

Phase V/A--Interior and Related Work--Contract No. ACso-513

Contractor: J.W. Bateson Company, Inc.

Original contract price..... $15,691,000
Accepted additives..... 3,832,000
Total contract price..... 19,523,000
Change orders issued..... 414,471
Adjusted contract amount..... 19,937,471
Value of claims for direct costs..... 54,242
Requisitions to date..... 19,880,721
Work completed..... 99%
Work scheduled to have been completed..... 100%

Major work performed:

Continuing work on completion of major portions of the subbasement through ground floor, including interior partitions, finishes, mechanical and electrical systems, and major portion of the mechanical and electrical systems in the first through ninth floors.

Chronology:

Invitation for Bids (IFB) date..... August 7, 1978
Bid date..... December 7, 1978
Contract award date..... December 27, 1978
First notice to proceed..... February 5, 1979
Second notice to proceed..... October 15, 1979

Third notice to proceed..... July 1, 1980
Contract completion date..... July 31, 1982
Substantial completion date.. July 30, 1982
Liquidated damages..... $2,000/Calendar Day
Assessed liquidated damages.. None

Phase V/B--Remaining Interior, Electrical, and Related Work--Contract No. ACso-548

Contractor: Chas. H. Tompkins Co.

Original contract price.....	$30,734,600
Change orders issued.....	1,830,260
Adjusted contract price.....	32,564,860
Value of claims for direct cost.....	165,792
Requisitions to date.....	32,420,974
Work completed.....	99%

Major work performed:

Continuing work on completion of the majority of interior finishes and electrical in the Hart Building and some finish work in the Central Wing of the Dirksen Building, and the extension of the existing Senate subway.

Chronology:

Invitation for Bids (IFB) date..... April 3, 1980
Bid date..... May 13, 1980
Contract award date..... June 19, 1980
First notice to proceed..... June 19, 1980
Second notice to proceed..... September 2, 1980
Contract completion date..... October 31, 1982
Substantial completion date.. July 30, 1982
Liquidated damages..... $2,000/Calendar Day
Liquidated damages assessed.. None

Phase V/B2--Remaining elevator and escalator work--Contract No. ACso-547

Contractor: U.S. Elevator Corporation

Original contract price.....	$2,996,600
Change orders issued.....	33,298
Adjusted contract amount.....	3,029,898
Requisitions to date.....	2,640,748
Work completed.....	99%
Work scheduled to have been completed.....	100%

Major work performed:

Continuing work on passenger elevators and the escalator at the subway station.

Chronology:

Invitation for Bids (IFB) date	December 6, 1979
Bid date	February 7, 1980
Contract award date	June 9, 1980
First notice to proceed	June 12, 1980
Second notice to proceed	January 19, 1981
Third notice to proceed	January 18, 1982
Fourth notice to proceed	November 30, 1981
Contract completion date	July 3, 1982
Substantial completion date	September 20, 1982
Liquidated damages	$5,000/Calendar Day
Liquidated damages assessed	To Be Determined

Phase V/B3--Broadloom Carpet Procurement for Senators' Offices--Contract No. ACso-581

Contractor: King-Page Inc.

Original contract price	$50,300
Change orders issued	840
Adjusted contract price	51,140
Work completed	100%

Major work performed:

Furnishing and delivery of broad-loom carpet.

Chronology:

Invitation for Bids (IFB) date	December 9, 1981
Bid date	January 6, 1982
Contract award date	March 10, 1982
Notice to proceed	April 16, 1982
Contract completion date	June 1, 1982
Substantial completion date	August 23, 1982
Liquidated damages	$100/Calendar Day
Liquidated damages assessed	To Be Determined

Phase V/B3--Carpet Tile and Broadloom Carpet--Contract No. ACso-582

Contractor: B. Shehadi & Sons, Inc.

Original contract price	$733,889
Change orders issued	35,615
Adjusted contract price	769,504
Requisitions to date	733,889
Work completed	100%

Major work performed:

Furnishing and delivery of carpet tile and broadloom carpet.

Chronology:

Invitation for Bids (IFB) date	March 31, 1982
Bid date	April 13, 1982
Contract award date	April 21, 1982
Notice to proceed	April 28, 1982
Contract completion date	July 6, 1982

Actual completion date..... July 6, 1982
Liquidated damages..... $200/Calendar Day
Liquidated damages assessed.. None

Phase V/B4--Interior Demountable Partitions--Contract No. ACso-570

Contractor: Transwall Corporation

Original contract price.....	$268,255
Change orders issued.....	51,528
Adjusted contract price.....	319,783
Requisitions to date.....	265,941
Work completed.....	100%

Major work performed:

Furnishing and delivery of partition panels, including accessories, wood doors, hardware, glazing, and back boxes and bushings for mechanical and electrical devices and controls.

Chronology:

Invitation for Bids (IFB) date.....	June 11, 1981
Bid date.....	July 8, 1981
Contract award date.....	August 6, 1981
Notice to proceed.....	September 25, 1981
Contract completion date.....	September 1, 1982
Substantial completion date..	September 30, 1982
Liquidated damages.....	$500/Calendar Day
Liquidated damages assessed..	To Be Determined

Phase V/B5--Electrical and Telephone Service Fitting Procurement--Contract No. IFB-8222

Contractor: Graybar Electric Company, Inc.

Original contract price.....	$90,464
Adjusted contract amount.....	90,464
Requisitions to date.....	90,464
Work completed.....	100%

Major work performed:

Floor service fittings and afterset inserts for future electrical outlets.

Chronology:

Invitation for Bids (IFB) date.....	February 25, 1982
Bid date.....	March 18, 1982
Contract award date.....	April 6, 1982
Notice to proceed.....	April 6, 1982
Contract completion date.....	July 5, 1982
Actual completion date.....	June 29, 1982

Phase V/B6--Interior Stone Procurement--Contract No. ACso-549

Contractor: Georgia Marble Company

Original contract price..... $2,489,000

Change orders issued..... (1,118)
Adjusted contract price..... 2,487,882
Requisitions to date..... 2,487,882
Work completed..... 100%

Major work performed:

All stone necessary for completion except for flooring, stair treads, slate, and stone to match existing work, which is in Phase V/B Contract.

Chronology:

Invitation for Bids (IFB) date..... April 15, 1980
Bid date..... May 9, 1980
Contract award date..... June 17, 1980
Notice to proceed..... September 22, 1980
Contract completion date..... March 1, 1982
Adjusted contract completion date..... March 29, 1982
Substantial completion date.. March 29, 1982
Liquidated damages..... $500/Calendar Day
Liquidated damages assessed.. None

House of Representatives Office Building Annex No. 1
Construction Data

Addition of Two Steel Fire Escapes--
Contract No. ACho-544

Contractor: Potomac Iron Works
Original contract price $45,445
Percentage completed..... 15%

Major work performed:

Work has started on the preparation of the foundation for the steel stairs which are being plant-fabricated for on-site installation.

Chronology:

Invitation for bids (IFB) date..... March 4, 1983
Bid date..... March 29, 1983
Contract award date..... May 16, 1983
Notice to proceed..... July 15, 1983
Contract completion date..... November 11, 1983

Modifications to and Enlargement of the Capitol Power Plant Construction Data

New Refrigeration Plant, Operations Building, and North Header Tunnel--Contract No. ACpp-882

Contractor: Charles H. Tompkins Company

Original contract price	$5,624,000
Change orders issued	1,238,824
Adjusted contract amount to date	6,862,824
Proposals for supplements issued	1,239,157
Unresolved claims	None
Final contract amount	6,862,824
Requisitions to date	6,858,157
Work completed	100%

Major work performed:

Construction of two buildings, tunnels, and appurtenances to handle major expansion of refrigeration system.

Chronology:

Invitation for Bids (IFB) date	March 11, 1976
Bid date	April 25, 1976
Contract award date	May 20, 1976
Notice to proceed date	June 1, 1976
Second notice to proceed date	June 3, 1976
Contract completion date	August 2, 1978
Adjusted contract completion date	April 7, 1979
Substantial completion date	April 7, 1979

Capitol Power Plant Construction Data

Mechanical, Electrical and Other Work--Contract No. ACpp-890

Contractor: W.G. Cornell Co. of Washington, Inc.

Original contract price	$4,612,000
Change orders issued	1,158,454
Adjusted contract amount to date	5,770,454
Unresolved claims	None
Final contract amount	5,770,454
Requisitions to date	5,760,454
Work completed	100%

Major work performed:
Mechanical piping, electrical, and control work for major expansion of refrigeration system.

Chronology:

Invitation for Bids (IFB) date	April 28, 1977
Bid date	June 2, 1977
Contract award date	July 13, 1977
Notice to proceed	July 13, 1977
Second notice to proceed	July 15, 1977
Contract completion date	February 14, 1979
Substantial contract completion date	February 18, 1980

James Madison Memorial Building
Construction Data

Phase I--Excavation and Foundation--Contract No. ACcong-461

Contractor: Henry A. Knott Company

Original contract price	$7,239,500
Change orders issued	61,724
Final contract amount	7,301,224

Major work performed:
Excavation and foundation phase

Chronology:

Invitation for Bids (IFB) date	December 1, 1970
Second IFB date	March 8, 1971
Bid opening date	April 22, 1971
Contract award date	April 23, 1971
Notice to proceed	April 23, 1971
Contract completion date	August 3, 1972
Adjusted contract completion date	January 16, 1973
Actual completion date	January 16, 1973
Liquidated damages	$500/Calendar Day
Liquidated damages assessed	N/A

Phase II--Exterior Stone--Contract No. ACcong-467

Contractor: The George Marble Company

Original contract price	$5,279,413
Change orders issued	18,177
Additional custodial services	48,750
Final contract amount	5,346,340

Major work performed:
Furnish and deliver exterior stone

Chronology:

Invitation for Bids (IFB) date	September 22, 1971
Bid opening date	December 15, 1971
Contract award date	December 16, 1971
Notice to proceed	January 3, 1972
Contract completion date	November 1, 1973
Adjusted contract completion date	October 2, 1974
Substantial completion date	October 2, 1974
Liquidated damages	$1,000/Calendar Day
Liquidated damages assessed	N/A

Phase III--Superstructure--Contract No. ACcong-475

Contractor: George Hyman Construction Co.

Original contract price	$24,789,000
Change orders issued	924,452
Adjusted contract amount	25,713,452
Requisitions to date	25,717,252
Work completed	100%

Major work performed:
Erection of the entire building enclosure, including structural steel, floors, exterior wall and roof systems, and erection of all exterior stone furnished and delivered under Phase II as well as considerable exterior site work.

Chronology:

Invitation for Bids (IFB) date	September 6, 1972
Bid opening date	October 19, 1972
Contract award date	December 7, 1972
First notice to proceed	December 12, 1972
Second notice to proceed	January 19, 1973
Original contract completion date	May 12, 1975
Adjusted contract completion date	July 5, 1977
Substantial completion date	October 19, 1976
Liquidated damages	$1,000/Calendar Day
Liquidated damages assessed	None

Phase IV--Interior and Related Work
Contract No. ACcong-494

Contractor: J. W. Bateson Company, Inc.

Original contract price	$67,728,300
Change orders issued	7,519,991
Amendment No. 1	385,000
Adjusted contract amount	75,633,291
Change orders (final price unsettled)	79,525
Contractor's proposal for change orders	16,758
Contractors claims submitted	80,070
Requisitions to date	75,587,051
Work completed	99.88%
Work scheduled to have been completed	100%

Major work performed:

Continuing work on completion of interior partitions, finishes, mechanical and electrical, security systems, elevators and escalator, and an automated book conveyor system connecting Jefferson and Adams Buildings.

Chronology:

Invitation for Bids (IFB) date	January 30, 1975
Bid opening date	July 23, 1975
Contract award date	March 9, 1976
First notice to proceed	March 18, 1976
Second notice to proceed	July 21, 1976
Third notice to proceed	January 4, 1978
Contract completion date	December 8, 1978
Adjusted contract completion date	May 31, 1979
Substantial completion date	April 18, 1980

United States Capitol
Restoration of the West Central Front
Construction Data

Removal and Cleaning of Masonry--
Contract No. ACbr-753

Contractor: Polonia Restoration Co., Inc.

Original contract price	$275,000

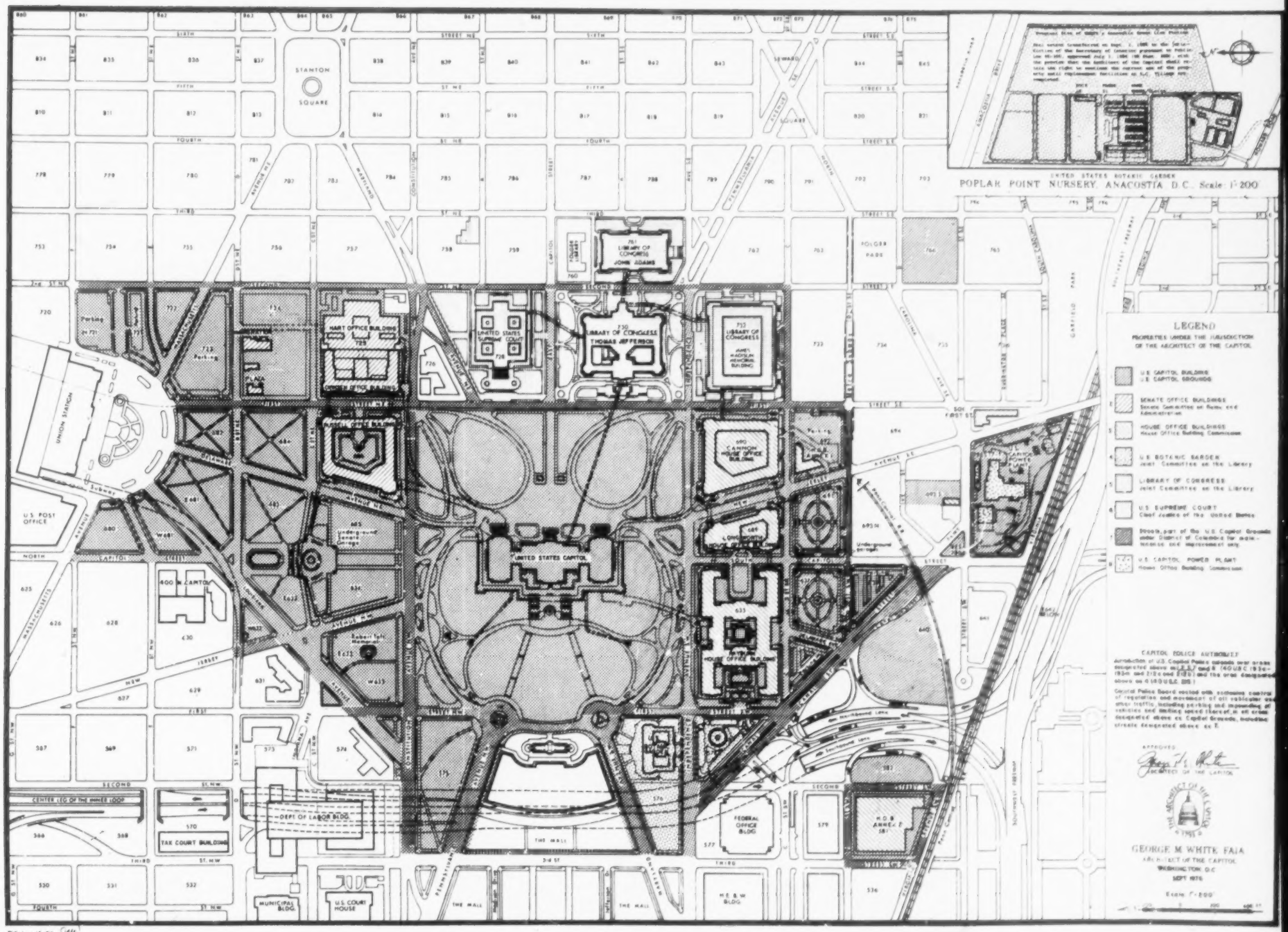
Chronology:

Contract award date	September 30, 1983
Scheduled completion date	February 2, 1984

ARCHITECT OF THE CAPITOL, SUMMARY OF APPROPRIATIONS
AND AUTHORIZED POSITIONS, FISCAL YEAR 1983

Appropriation	Amount	Number Authorized Positions
Salaries	$ 4,518,000	127
Contingent Expenses	210,000	...
Capitol Buildings	10,098,000	199
West Central Front of the Capitol	49,000,000	...
Capitol Grounds	4,961,000	84
Acquisition of Property as an Addition to the Capitol Grounds	4,500,000	...
Senate Office Buildings	21,038,000	578
House Office Buildings	20,842,000	779
Capitol Power Plant	23,150,000	104
Library Buildings and Grounds	5,151,000	133
Congressional Cemetery	300,000	...
Botanic Garden	1,897,000	57
Total	$ 145,665,000	2,061
Care of the Building and Grounds Supreme Court	$ 2,000,000	33

42-031 O - 85 (Paster Face p. 100)



MAP SHOWING PROPERTIES UNDER JURISDICTION OF THE ARCHITECT OF THE CAPITOL

BEST AVAILABLE COPY

ARCHITECT OF THE CAPITOL APPROPRIATIONS
FISCAL YEARS 1980-1983
(INCLUDING SUPPLEMENTALS)

	Fiscal Year 1980		Fiscal Year 1981		Fiscal Year 1982		Fiscal Year 1983	
	Amount	Positions	Amount	Positions	Amount	Positions	Amount	Positions
Salaries, Office of the Architect of the Capitol	$ 3,008,000	94	$ 3,327,000	101	$ 3,897,000	113	$ 4,518,000	127
Contingent Expenses	210,000	...	210,000	...	210,000	...	210,000	...
Capitol Buildings	7,702,000	215	7,559,000(1)	215	10,330,000	206	10,098,000	199
West Central Front of the Capitol	.....	...	.....	...	.....	...	49,000,000	...
Capitol Grounds	2,377,000(2)	80	2,274,000(3)	80	2,480,000	84	4,961,000	84
Acquisition of Property as an Addition to the Capitol Grounds	.....	...	11,500,000	...	.....	...	4,500,000	...
Senate Office Buildings	11,433,000	511	11,881,000	511	15,051,000	495	21,038,000	578
Senate Garage	206,000	7	104,000(4)	3	99,000	3	.....(5)	...(5)
House Office Buildings	19,116,000	797	17,099,000(6)	782	20,099,000	778	20,842,000	779
Capitol Power Plant	14,181,000	104	18,700,000(7)	104	22,222,000	104	23,150,000	104
Library Buildings and Grounds, Structural and Mechanical Care	4,410,000	136	5,183,000(8)	133	8,785,000	133	5,151,000	133
Congressional Cemetery	.....	...	.....	...	.....	...	300,000	...
Grand Total, Architect of the Capitol	$62,643,000	1,944	$77,837,000	1,929	$83,173,000	1,916	$143,768,000	2,004
Botanic Garden, Salaries and Expenses	$ 1,534,000	57	$ 1,644,000	57	$ 2,351,000	57	$ 1,897,000	57
Care of the Building and Grounds, Supreme Court	$ 2,182,000	33	$ 1,568,000	33	$ 1,654,000	33	$ 2,000,000	33
Acquisition of Property as an Addition to the Ground of the United States Supreme Court	.....	...	$ 645,000	...	.....	...	.....	...

(1) Excludes $97,000 rescinded by P.L. 97-12.
(2) Excludes $1,792,000 rescinded by P.L. 96-304.
(3) Excludes $10,000 rescinded by P.L. 97-12.
(4) Excludes $104,000 rescinded by P.L. 97-12.
(5) Included in Senate Office Buildings.
(6) Excludes $200,000 rescinded by P.L. 97-12.
(7) Excludes $70,000 rescinded by P.L. 97-12.
(8) Excludes $430,000 rescinded by P.L. 97-12.

Legislation Enacted During Fiscal Year 1983
Relating to the Work of the
Architect of the Capitol

Bill or Resolution	Title	Date Enacted	Public Law Number	Subject Matter
H.J. Res. 599	Continuing Appropriations for FY 1983	10/2/82	97-276	Provides Legislative Branch Appropriations for full year as contained in S.2939,Legislative Branch Appropriations, Fiscal Year 1983, reported by the Senate 9/22/82, S.Rept. 97-573. Continues Appropriations, Care of the Building and Grounds, Supreme Court through 12/17/82.
H.R. 5145	Provides Training Opportunities for Employees under the Office of the Architect of the Capitol	10/15/82	97-346	Amends Chapter 41, title 5, U.S.C. by adding new item: sec. 4119, Training for Employees under Office of the Architect of the Capitol and the Botanic Garden.
H.R. 4613	Debt Collections Act of 1982	10/25/82	97-365	Provides salary offset - Civil Service Program.
H.J.Res.631	Further Continuing Appropriations, FY 1983	12/21/82	97-377	Includes Executive Pay Increase; prohibits planning and construction of any Senate office buildings after completion of the Hart Senate Office Building; provisions of H. Res. 611 pertaining to the Page Board enacted into permanent law. Continues Appropriations, Care of the Building and Grounds, Supreme Court through 9/30/83, as contained in H.R. 6957, Judiciary Appropriations, Fiscal Year 1983, reported by the House 8/10/82, H.Rept. 97-721, passed the House 12/9/82 and S. 2956, Judiciary Appropriations, Fiscal Year 1983, reported by the Senate 9/24/82, S. Rept. 97-584.
H.R. 6417	Amends Public Law 96-432, relating to the Capitol Grounds	12/22/82	97-379	Adds additional sidewalks to the Capitol Grounds; located in the area of Pennsylvania Avenue, N. W. between First and Third, N. W.; Maryland Avenue, S. W. between First and Third, S.W.; First Street between Pennsylvania Avenue N. W. and Maryland Avenue, S. W.; Third Street between Pennsylvania Avenue, N. W. and Maryland Avenue, S. W.

Legislation Enacted During Fiscal Year 1983
Relating to the Work of the
Architect of the Capitol
(continued)

Bill or Resolution	Title	Date Enacted	Public Law Number	Subject Matter
H.Con.Res.153	Bust or Statue of Martin Luther King, Jr.	passed House 9/15/81, H. Rept. 97-217; passed Senate 12/20/82, S. Rept. 97-677		Authorizes placement of Bust or Statue in U. S. Capitol Building.
H. Res. 593	Honor Artist Allyn Cox	passed House 9/20/82		Honors Allyn Cox for beautifying the Capitol with murals.
H. Res. 611	Establish House of Representatives Page Board	passed House 11/30/82		Establishes a Page Board to insure page program is conducted consistent with the welfare of pages.
H.R. 1900	Social Security Amendments of 1983	4/20/83	98-21	Provides coverage under Social Security of newly hired federal Employees.
H.R. 3135	Legislative Branch Appropriations, Fiscal Year 1984	7/14/83	98-51	Contains authorized funding for the operation of the Architect of the Capitol for Fiscal Year 1984.
H.R. 3069	Supplemental Appropriations Act, 1983	7/30/83	98-63	Provides $250,000, along with $210,000 of the unobligated balance of the Appropriation for Senate Office Buildings for Fiscal Year 1983 to purchase furniture. Provides $275,000 to restore funds originally appropriated for renovation of House Office Building Annex No. 2, which were reprogrammed to install fire escapes and to provide residential dormitory space for Congressional Pages at House Office Building Annex No. 1. Provides $49,000,000 for Restoration of the West Central Front of the United States Capitol. Provides various amounts for increased pay costs for Fiscal Year 1983.
S.Con.Res. 7	Bust of Carl Hayden to be placed in the Capitol	Passed Senate 5/25/83 S. Rept. 98-98; Passed House 8/1/83 H. Rept. 98-331		Authorizes placement of Bust in U. S. Capitol Building.